



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
AGENDA

Thursday, December 13, 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.

Pages

1. **CALL TO ORDER AND ROLL CALL**
2. **ADOPTION OF THE AGENDA**
Draft Motion:
BE IT RESOLVED THAT the Regular Council Meeting Agenda dated December 13, 2018 be adopted as presented/amended.
3. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
4. **CLOSED SESSION**
5. **ADOPTION OF MINUTES**
 - 5.1 **18-11-22 - Regular Council Meeting November 22, 2018 - DRAFT Minutes** 1
Draft Motion:
BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on November 22, 2018 be adopted as presented.
 - 5.2 **18-12-05 - Inaugural Council Meeting December 5, 2018 - DRAFT Minutes** 11
Draft Motion:
BE IT RESOLVED THAT the Minutes of the Inaugural Council Meeting held on December 5, 2018 be adopted as presented.
6. **BUSINESS ARISING FROM THE MINUTES**
7. **DELEGATIONS/ PRESENTATIONS**
 - 7.1 **Registered Delegations/ Presentations**
 - 7.2 **Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)**
8. **CONSENT AGENDA ITEMS**
9. **STAFF REPORTS**
 - 9.1 **Items to be Considered Separately from Consent Agenda:**
 1. **Memo 2019-M-001 - Governance Structure** 13
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami directs Staff to

amend the Procedural By-Law establishing two meetings of Council each month, being the second and fourth Thursdays with no Committee of the Whole meetings; AND FURTHER THAT included in the agenda for each meeting would be a Question Period with guidelines established to respect the notice provisions requirements; AND FURTHER THAT the January meetings of Council be set as January 10th and January 24th.

2. **Memo 2019-M-002 - Strategic Plan** 14
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami directs Staff to request proposals from firms and or individuals to facilitate the formation of strategic priorities and the development of a strategic plan for this term of Council.
3. **Memo 2019-M-003 - Budget Guidance** 15
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami approve the 2019 Budget Guideline; AND FURTHER THAT Council directs Staff to use a maximum increase in taxation revenue, and a guide for COLA adjustments of 2.5% as the 2019 budget is being developed for consideration.
4. **Memo 2019-M-004 - Streetlight** 21
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami directs Staff to work with LAS representatives to develop and issue a request for proposal for a streetlight audit and retrofit program to move from the High Pressure Sodium bulbs to the more efficient LED bulbs; AND FURTHER THAT the \$60,000 included in the 2018 budget for this project be placed in reserve to be used in 2019.
5. **Memo 2019-M-005 - Integrity Commissioner** 22
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami accept the proposal from E4M made to the Temiskaming Municipal Association for Integrity Commissioner Services; AND FURTHER THAT Council directs Staff to work with E4M to develop a Temagami specific agreement for this purpose.
6. **Memo 2019-M-006 - Fire Smart** 34
Draft Motion:
BE IT RESOLVED THAT Council receive Memo 2019-M-006 regarding Fire Smart; AND FURTHER THAT the Temagami Council request a presentation by the Ministry of Natural Resources and Forestry, Fire and Aviation, on the benefits of becoming a FireSmart community; AND FURTHER THAT members of the Planning Advisory Committee and the Emergency Management Program Committee be encouraged to attend the presentation.
7. **Memo 2019-M-007 - Parking Bylaw Schedule changes** 35
Draft Motion:
BE IT RESOLVED THAT Council receive Memo 2019-M-007; AND FURTHER THAT Council direct staff to update schedules “L”, “M” and “R” of the Parking By Law to allow overnight parking in certain day use only lots within the Municipality for Ontarians with Disabilities. And further to make changes to allow paid parking in the Municipal parking lot at the corner of Wildflower and Lakeshore Drive for residents and cottagers on the Northeast arm.

8. **Memo 2019-M-008 - Non-Grid Position** 40
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami direct Staff to apply the 2% COLA adjustment previously approved for the wage grid to all rates of remuneration within the municipal structure.
9. **Memo2019-M-009 - Temagami Non-Profit Housing** 41
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami appoint as _____ Council's representative to the Temagami Non-Profit Housing Corporation.
10. **Memo 2019-M-010 - ONR Parking Stevens Road** 42
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami receives Memorandum Number 2019-M-010 – ONR Lease – Parking Lot Stevens Road.
11. **Memo 2019-M-011 - Emergency Management Program committee Terms of refere....pdf** 43
Draft Motion:
BE IT RESOLVED THAT Council receive Memo 2019-M-011 regarding the need for a Terms of Reference for the Temagami Emergency Management Program Committee; AND FURTHER THAT council approve the Emergency Management Program Committee Terms of Reference as a schedule under the Emergency Management Program/Plan.
12. **Memo 2019-M-012 - OGRA Board of Directors** 48
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami support the nomination of Craig Davidson to the Board of Directors for the Ontario Good Roads Association; AND FURTHER THAT the Mayor and the Deputy Mayor be authorized to sign the nomination paper in this regard.
13. **Memo 2019-M-014 - Waste Management Master Plan** 49
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami direct Staff to issue an RFP for a qualified individual or firm to complete a Waste Management Master Plan; AND FURTHER THAT the \$30,000 included in the 2018 be placed in reserve to complete this project in 2019.
14. **Memo 2019-M-015 - Capital Projects** 50
Draft Motion:
BE IT RESOLVED that the Council of the Municipality of Temagami transfer to reserves budgeted funds for capital projects not completed in 2018; AND FURTHER THAT any surplus funds at the end of the year be transferred to reserves with reserve account allocations to be reviewed as part of the budget process in 2019.
15. **MHBC - Memo RE Cannabis Licence Act - Opportunity to prohibit Cannabis Retail** 51

9.2 Items for Information

Draft Motion:

BE IT RESOLVED THAT Staff Reports items No. 16.1 & 16.2 be received for information.

1. Memo 2019-016 - Backhoe 53
2. Memo 2019-M-013 - Treasurer Administrator Report 89

10. COUNCIL COMMITTEE REPORTS

10.1 Items to be Considered Separately from Consent Agenda:

11. ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS

12. CORRESPONDENCE

12.1 Items to be Considered Separately from Consent Agenda:

1. 11729 - DNSSAB Request for appointment to the Administration Board for four year term 2019-2022 91
2. 11732A - Dave MacDonald Offer to work with Council to improve cell service in Municipality 94
3. 11755 - ROMA Board of Directors Call for Nomination 96

Draft Motion:

BE IT RESOLVED THAT Council receive correspondence from Rural Ontario Municipal Association (ROMA) dated December 7, 2018 regarding the 2019-2023 ROMA Board of Directors Call for Nominations; AND FURTHER THAT Council confirm support for Mayor, Dan O'Mara to be the ROMA representative in Zone 9.

12.2 Items for Information:

1. 11719 - Federation of Northern Ontario Municipalities Representative on the FONOM Board of Directors Nomination 104
2. 11720 - Mun. of East Ferris Req. for Support for Reappointment of Councillor Terry Kelly to FONOM Board 106
3. 11730 - John Vanthof MPP Congratulations to the newly elected Mayor and Council 108
4. 11740 - Ontario Good Roads Association (OGRA) Board of Directors Nominations for 2019-2020 109
5. 11741 - Ministry of Finance Funding for implementation costs for recreational cannabis legalization 112
6. 11742 - Corporation of the Town of Chisholm Representative on FONOM Board of Directors 115
7. 11743 - Union Gas Congratulations and Greetings to the newly elected Mayor and Council 117
8. 11744 - Northern Cancer Foundation Thank you for donation towards the Positron Emission Tomography Scanner 118
9. 11745 - Kimmy and Tracy Memorial Tournament Thank you for the support and donation 119
10. 11746 - Lieutenant Governor of Ontario Invitation to the Lieutenant Governor's 2019 New Year's Levee 121

11.	11748 - Ministry of the Environment, Conservation and Parks 2017-2018 Chief Drinking Water Inspector Annual Report	122
12.	11749 - Federation of Canadian Municipalities Reaffirms Commitment to Serving Francophone Members	142
13.	11750 - Federation of Canadian Municipalities Report from Advocacy Days 2018	144
14.	11751 - Ministry of Municipal Affairs and Housing Congratulations and Greetings to the newly elected Mayor and Council	145
15.	11752 - Ministry of Municipal Affairs and Housing Municipal Councillors Guide online	147
16.	11753 - Ministry of Municipal Affairs and Housing Reporting Burden Review	148
17.	11754 - Ministry of Municipal Affairs and Housing Streamlining Development Approvals	150
18.	11756 - Federation of Canadian Municipalities Reliable Internet for Everyone Campaign and Report on Advocacy Days 2018	152
13.	<u>BY-LAWS</u>	
13.1	Items to be Considered Separately from Consent Agenda:	
1.	By-Law 19-1425 - To Appoint head of Council for Emergency Purposes	168
	Draft Motion: BE IT RESOLVED THAT By-law 19-1425, being a by-law to appoint head of Council for Emergency Purposes be taken as read a first, second and third time and finally passed this 13th day of December, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.	
2.	By-Law 19-1426 - To designate an acting head of Council	170
	Draft Motion: BE IT RESOLVED THAT By-law 19-1426, being a by-law to appoint an acting head of Council be taken as read a first, second and third time and finally passed this 13th day of December, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.	
3.	By-Law 19-1427- To Appoint a CEMC	171
	Draft Motion: BE IT RESOLVED THAT By-law 19-1427, being a by-law to appoint CEMC be taken as read a first, second and third time and finally passed this 13th day of December, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.	
4.	By-Law 19-1428 - To Amend By-Law 09-887 - Appendix G of the Human Resources Policies and Procedures	172
	Draft Motion: BE IT RESOLVED THAT By-law 19-1428, being a by-law to amend "Appendix G" of the Human Resources Policies and Procedures be taken as read a first, second and third time and finally passed this 13th day of December, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.	
5.	By-Law 19-1429 - To Sign a Lease with ONR for Parking Lot on Stevens Road	174
	Draft Motion: BE IT RESOLVED THAT By-law 19-1429, being a by-law to sign a Lease with ONR	

for Parking Lot at Stevens Road be taken as read a first, second and third time and finally passed this 13th day of December, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

14. APPROVED MINUTES OF COMMITTEE MEETINGS

Draft Motion:

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

- | | | |
|-------------|---|------------|
| 14.1 | Temagami Police Services Board held on September 19, 2018 | 188 |
| 14.2 | Temagami Public Library Board held on June 26, 2018 | 193 |
| 14.3 | Temagami Public Library Board held on October 9, 2018 | 195 |
| 14.4 | Temagami Public Library Board held on October 30, 2018 | 197 |
| 14.5 | Com. Emerg. Manag. Prog. Committee held on November 20, 2018 - DRAFT Minutes | 199 |

15. UNFINISHED BUSINESS

15.1 Attendees for OGRA and ROMA Conferences.

Draft Motion:

BE IT RESOLVED THAT Council authorize _____ to attend the 2019 Ontario Good Roads Association (OGRA) Conference and the 2019 Rural Ontario Municipal Association (ROMA) Conference.

15.2 Notice of Reconsideration for Home Occupation

If motion to reconsider is passed that the item will be placed on the January agenda

Draft Motion:

BE IT RESOLVED THAT Council reconsider motion 18-431 regarding Home Occupation Matters.

15.3 Second Units

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to include in the agenda for the January 10th meeting information regarding second units and where the project presently sits.

16. NEW BUSINESS

16.1 Staff Direction

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to issues RFP for Engineering Services.

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to issues RFP for Legal Services.

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to issues RFP for General Planning Services.

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to issues

RFP for Planning support for the Official Plan Review.

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to invite the English Public School Board Representatives to a meeting in early 2019..

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to coordinate a meeting with Temagami First Nation (TFN) and Teme-Augama Anishnabai (TAA).

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to coordinate a meeting with the Ministry of Natural Resources and Forestry (MNR) regarding the Land Use permit at the Mine Access Point, once information from the meeting held in June 2018 has been received.

Draft Motion:

BE IT RESOLVED THAT Council for the Municipality of Temagami directs Staff to include in the agenda for the January 10th meeting a discussion about the Economic Development and Tourism and how best to structure these areas to ensure objectives can be set and reached.

17. **NOTICES OF MOTION**

18. **CONFIRMATION BY-LAW**

201

Draft Motion:

BE IT RESOLVED THAT By-law 19-1430, 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 13th day of December, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

19. **ADJOURNMENT**

Draft Motion:

BE IT RESOLVED THAT this meeting adjourn at p.m.



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

**Thursday, November 22, 2018, 6:30 P.M.
Welcome Center**

PRESENT: L. Hunter (By Phone), J. Harding, C. Lowery, D. O'Mara, R. Prefasi (By Phone),
D. Burrows
STAFF: C. Davidson, T. Lepage, B. Turcotte

CALL TO ORDER AND ROLL CALL

In the absence of the Chair being in the Council Chambers, Craig Davidson called the meeting to order at 6:30 pm. There were 12 people in the audience.

The Treasurer Administrator called the roll.

18-421

MOVED BY: D. Burrows

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT Dan O'Mara be appointed as Chair for this meeting.

CARRIED

ADOPTION OF THE AGENDA

18-422

MOVED BY: L. Hunter

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT the Regular Council Meeting Agenda dated November 22, 2018 be adopted as presented / amended.

CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

- Councillor Harding declared on items No.13.3 - Landfill Contract Briggs & LTAPTS & 13.4-Landfill Welcome Centre & dump wagons, as he was awarded the contracts.
- Councillor Lowery declared on items No. 8.8.4 - Public Works and Water Draft Minutes and 8.8.5 – Protections to Persons and Property Advisory Minutes, as her husband is shareholder in Temagami Barge.

CLOSED SESSION

None

ADOPTION OF MINUTES

18-11-13 - Special Council Meeting November 13, 2018 - DRAFT Minutes

18-423

MOVED BY: J. Harding

SECONDED BY: C. Lowery

BE IT RESOLVED THAT the Minutes of the Special Council Meeting held on November 13, 2018 be adopted as presented.

CARRIED

18-11-13 - Committee of the Whole Meeting November 13, 2018 - DRAFT Minutes

18-424

MOVED BY: D. Burrows

SECONDED BY: J. Harding

BE IT RESOLVED THAT the Minutes of the Committee of the Whole Council Meeting held on November 13, 2018 be adopted as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATIONS/ PRESENTATIONS

Registered Delegations/ Presentations

Teleconference Presentation from Xplornet

Jennifer McWilliams, Manager, Public Sector Outreach for Xplornet gave a teleconference presentation to Council regarding services offered by Xplornet. She explained that Xplornet was built in Canada and that they are the largest rural-focused broadband service provider. She provided an overview of the services that Xplornet provides, cable/fibre, fixed wireless or satellite and how it compares in speed and pricing. She answered questions from Council and Council passed the following motion:

18-425

MOVED BY: J. Harding

SECONDED BY: D. Burrows

BE IT RESOLVE THAT Council receive the presentation from Xplornet.

CARRIED

Presentation from Gerry Gooderham Elders Project

Craig Davidson informed Council that Mr. Gooderham sends his regards as he was unable to attend.

Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)

Presenter: Barry Graham; Subject: Enforcement of By-Law regarding parking at the Strathcona landing.

Direction was given to the Treasurer Administrator to review and seek a legal opinion.

CONSENT AGENDA ITEMS

18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

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

CARRIED

Regular Council Meeting Minutes October 18, 2018

18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on October 18, 2018 be adopted as presented.

CARRIED

Memo - 2018-M-065 - 2018 Forest Fire Emergency After Action Report

18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT Council receive Memo 2018-M-065 and accompanying *2018 Forest Fire Emergency After Action Report*; AND FURTHER THAT Council supports the report's recommendations in principle; AND FURTHER THAT Council directs the Emergency Management Program Committee (EMPC) to develop a Corrective Action Plan (CAP) for Council's consideration and approval.

CARRIED

11715 - Temagami Canoe Festival Request for Support for the Temagami Canoe

18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT Council receive correspondence from the Temagami Artistic Collective dated October 19, 2018 regarding a request for support for the Temagami Canoe Festival 2019; AND FURTHER THAT Council authorize their requests subject to the payment of Fees for the equipment funded by the Ontario Trillium Foundation (OTF) as per our fee by-law in accordance with the Municipality's agreement with the OTF to charge for the use of this equipment.

CARRIED

11716 - Temagami Artistic Collective Venue rental fees 2 year Agreement Renewal

18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

WHEREAS the Municipality of Temagami and the Temagami Artistic Collective have entered into agreements since 2010 for reduced rental rates in order to promote arts and culture in Temagami; AND WHEREAS the most recent Letter of Understanding will expire on December 31, 2018; AND WHEREAS the Council of the Municipality deems it desirable to renew the Letter of Understanding for an additional 2 years, but with the donation amount changed to include the full amount of the rental fee for up to five (5) performances a year at the Bunny Miller Theatre; NOW THEREFORE BE IT RESOLVED THAT Council authorize and direct staff to prepare and execute said Letter of Understanding.

CARRIED

11712 - Temagami Community Market Request for Donation for the Christmas Bazaar
18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT Council receive correspondence from the Temagami & Community Market dated October 16, 2018; AND FURTHER THAT Council direct staff to purchase a Hugh McKenzie painting with a value of up to \$150 as a donation to the Christmas Bazaar Silent Auction.

CARRIED

11724 - Temagami Community Foundation req. to permit ticket sales within Municipal
18-426

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT Council receive correspondence from the Temagami Community Foundation dated October 24, 2018; AND FURTHER THAT Council endorse the ticket sales within the Municipal Boundary.

CARRIED

11722 - Tri-Town Sno Travellers & Club Echo Lake Temagami Trails Extension Proposal
18-426

BE IT RESOLVED THAT Council receive correspondence from Tri-Town Sno Travellers & Club Echo dated October 30, 2018 regarding the request for support for the trail preparation and equipment; AND FURTHER THAT Council support the Tri-Town Sno Travellers efforts to re-open the River Valley and Red Squirrel Trails; AND FURTHER THAT Council endorse the application through the Trillium Foundation.

CARRIED

Items for Information

Councillor Burrows assumed the Chair.

Councillor Lowery had declared on this item and moved away from the council table.

Councillor O'Mara provide a verbal update on the Public Works & Water Advisory Committee meeting held on October 31st and the Protection to Person and Property Advisory Committee held on October 31st.

18-427

MOVED BY: J. Harding

SECONDED BY: L. Hunter

BE IT RESOLVED THAT items numbered: 8.8.1 to 8.8.3 on this agenda be received by Council for information and be noted, filed, and recorded in the minutes of this meeting; AND FURTHER THAT the minutes of the Advisory Committees and Local Boards that have been submitted for Council's consideration be received and listed in the minutes of this meeting.

CARRIED

The following were received for information:

- Report 2018-024 - Temagami Fire Department Monthly Report - September 2018
- Report 2018-025 - Temagami Fire Department Monthly Report - October 2018
- Memo 2018-M-067 - Treasurer Administrator Memo

- Public Works and Water held on October 31, 2018 - DRAFT Minutes
- Protection to Persons and Property Advisory Committee held on October 31, 2018 - DRAFT Minutes

Councillor Lowery returned to the council table.

STAFF REPORTS

Councillor O'Mara resumed his seat as Chair.

Items to be Considered Separately from Consent Agenda:

Report 2018-026 - Train Station Draft Lease

18-428

MOVED BY: L. Hunter

SECONDED BY: C. Lowery

BE IT RESOLVED THAT Council receive Report 2018-026 regarding the Train Station lease; AND FURTHER THAT Council rescind resolution 17-239 establishing the rent for the Train Station at \$1600 per month plus utilities; AND FURTHER THAT Council establish a reasonable rent, including an allowance for utilities for each area of the Temagami Train Station to be leased; AND FURTHER THAT Council approve the draft lease and direct Staff as to which area should be leased to which group; AND FURTHER THAT Council establish a maximum 'donation in kind' to be considered when offering a lease for a lower amount than the reasonable rent determined; AND FURTHER THAT, once signed, Council directs Staff to prepare By-Laws to approve the leases for Council's consideration.

DEFEATED

18-429

MOVED BY: D. Burrows

SECONDED BY: J. Harding

WHEREAS the Council of the Municipality of Temagami desires that the Temagami Train Station be used to support our Community in the best possible way; AND WHEREAS Council has, by Resolution 17-439, supported in principle the Expression of Interest submitted by Living Temagami, with part of the Temagami Train Station being used to house the Tourism Information Centre; AND WHEREAS Council deems it desirable to establish a reasonable rent for the facility; NOW THEREFORE BE IT RESOLVED THAT Council of the Municipality of Temagami rescind Resolution 17-239, which has previously established a rental amount for the Temagami Train Station; AND FURTHER THAT Staff be directed to complete the draft leases for a period of four years, subject to annual review, with the 'South' section being leased to Living Temagami and the 'North' section being leased to the Temagami and District Chamber of Commerce; AND FURTHER THAT a reasonable rent be established at \$1,000 per month for the entire facility, or more specifically, \$500 for each of the 'North' and 'South' sections of the Temagami Train Station with these amounts to be include in the annual review; AND FURTHER THAT said leases, when signed by the appropriate party, be presented to Council in By-Law format for consideration; AND FURTHER THAT each organization be required to, as part of their agreement with the Municipality, present an annual report to Council, complete with financial information, within two months of their fiscal year end.

AMENDED

Amendment:

18-430

MOVED BY: J. Harding

SECONDED BY: C. Lowery

BE IT RESOLVED THAT the motion be amended to change the lease term from four to three years.

CARRIED

Motion as Amended:

Councillor Prefasi requested a recorded vote.

18-429

MOVED BY: D. Burrows

SECONDED BY: J. Harding

WHEREAS the Council of the Municipality of Temagami desires that the Temagami Train Station be used to support our Community in the best possible way; AND WHEREAS Council has, by Resolution 17-439, supported in principle the Expression of Interest submitted by Living Temagami, with part of the Temagami Train Station being used to house the Tourism Information Centre; AND WHEREAS Council deems it desirable to establish a reasonable rent for the facility; NOW THEREFORE BE IT RESOLVED THAT Council of the Municipality of Temagami rescind Resolution 17-239, which has previously established a rental amount for the Temagami Train Station; AND FURTHER THAT Staff be directed to complete the draft leases for a period of four years, subject to annual review, with the 'South' section being leased to Living Temagami and the 'North' section being leased to the Temagami and District Chamber of Commerce; AND FURTHER THAT a reasonable rent be established at \$1,000 per month for the entire facility, or more specifically, \$500 for each of the 'North' and 'South' sections of the Temagami Train Station with these amounts to be include in the annual review; AND FURTHER THAT said leases, when signed by the appropriate party, be presented to Council in By-Law format for consideration; AND FURTHER THAT each organization be required to, as part of their agreement with the Municipality, present an annual report to Council, complete with financial information, within two months of their fiscal year end.

Recorded	YEAS	NAYS	Abstain
L. Hunter	X		
J. Harding	X		
C. Lowery	X		
D. O'Mara	X		
R. Prefasi	X		
D. Burrows	X		
Results	6	0	0
			CARRIED

Report 2018-027 - Home Occupation Matters

Councillor Prefasi requested a recorded vote.

18-431

Councillor Burrows requested a recorded vote.

MOVED BY: L. Hunter

SECONDED BY: C. Lowery

BE IT RESOLVED THAT Council receive Report 2018-027; AND FURTHER THAT Council choose Option 2 and direct Staff to act accordingly; AND FURTHER THAT Council direct Staff

to defer starting the process to change wording in the Comprehensive Zoning By-Law until the earlier of either the Official Plan update has been completed and approved or an Ad-Hoc Committee is formed to work with our Planning Consultant to review the Comprehensive Zoning By-Law in its entirety.

Recorded	YEAS	NAYS	Abstain
J. Harding		X	
C. Lowery	X		
D. O'Mara	X		
R. Prefasi		X	
D. Burrows		X	
L. Hunter	X		
Results	3	3	0
			DEFEATED

To Defer:

Councillor Prefasi requested a recorded vote.

18-432

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

BE IT RESOLVED THAT the motion be deferred until the next meeting December 13, 2018.

Recorded	YEAS	NAYS	Abstain
J. Harding	X		
C. Lowery		X	
D. O'Mara		X	
R. Prefasi	X		
D. Burrows	X		
L. Hunter		X	
Results	3	3	0
			DEFEATED

Memo 2018-M-066 - Municipal Property sales and Cost for Survey

18-433

MOVED BY: D. Burrows

SECONDED BY: J. Harding

WHEREAS Council passed Motion No. 18-315 at the July 26, 2018 Regular Council meeting regarding the execution and completion of an encroachment agreement with the proponent Mr. Hamel; AND WHEREAS a survey is required in order for the encroachment agreement to be a registered document on the title of the property; NOW THEREFORE BE IT RESOLVED THAT Council receive Memo 2018-M-066 regarding Municipal Property sales and cost for survey; AND FURTHER THAT Council directs Staff to share the cost of the survey at a split of 80% to the Municipality and 20% to the proponent.

CARRIED

Amendment:

Councillor Prefasi requested a recorded vote.

18-434

MOVED BY: R. Prefasi

SECONDED BY: D. Burrows

BE IT RESOLVED THAT the motion be amended that the Municipality cover the 100% cost of the survey.

Recorded	YEAS	NAYS	Abstain
J. Harding		X	
C. Lowery		X	
D. O'Mara		X	
R. Prefasi	X		
D. Burrows	X		
L. Hunter		X	
Results	2	4	0
			DEFEATED

18-435

MOVED BY: J. Harding

SECONDED BY: D. Burrows

WHEREAS Council accepted Mr. Black's offer to purchase at the July 26, 2018 Regular Council meeting regarding property known as Lot 198; AND WHEREAS during the review process of this purchase Lot 198 is on an unregistered reference plan; AND WHEREAS for completion of this sale a survey is required; NOW THEREFORE BE IT RESOLVED THAT Council receive Memo 2018-M-066 regarding Municipal Property sales and cost for survey; AND FURTHER THAT Council waives the cost for this survey only.

CARRIED

Memo 2018-M-068 - Road Closure - Santa Parade - 2018

18-436

MOVED BY: L. Hunter

SECONDED BY: C. Lowery

BE IT RESOLVED THAT Council of the Municipality of Temagami acknowledges receipt of Memo 2018-M-068 regarding road closures for the 2018 Santa Claus Parade to be held on Saturday December 8, 2018. Commencing at the lagoon the parade will travel on O'Connor Drive, cross Highway 11 North to Wildflower Avenue in Temagami and finish at the grocery store parking lot; AND FURTHER THAT Council consider a by-law to allow for the temporary closure of O'Connor Drive and Wildflower Avenue in Temagami, on December 8, 2018 for 1/2 hour between 5:00 p.m. – 7:00 p.m. and the temporary closure of Highway 11 North for 15 minutes. Specific times to be determined.

CARRIED

COUNCIL COMMITTEE REPORTS

Items to be Considered Separately from Consent Agenda:

None.

ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS

Acting Chair Councillor O'Mara thanked the Mayor and members of Council for their work and dedication and wished them luck in their future endeavours.

CORRESPONDENCE

Items to be Considered Separately from Consent Agenda:

None.

BY-LAWS

Items to be Considered Separately from Consent Agenda:

By-Law 18-1420 Road closure for 2018 Santa Parade

18-437

MOVED BY: R. Prefasi

SECONDED BY: D. Burrows

BE IT RESOLVED THAT By-law 18-1420, being a by-law to allow the temporarily close portions of streets in the Municipality of Temagami for the 2018 Santa Claus Parade of Lights be taken as read a first, second and third time and finally passed this 22nd day of November, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

By-Law 18-1421 Landfill Attendant Contract Strathy and Sisk

18-438

MOVED BY: R. Prefasi

SECONDED BY: D. Burrows

BE IT RESOLVED THAT By-law 18-1421, being a by-law to authorize the Mayor and Treasurer/Administrator to execute a Landfill Attendant contract for the Strathy and Sisk Landfill Sites be taken as read a first, second and third time and finally passed this 22nd day of November, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

By-Law 18-1422 Landfill Contract Briggs and LTAPTS

Councillor Harding declared a conflict on this item and moved away from the council table.

18-439

MOVED BY: D. Burrows

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT By-law 18-1422, being a by-law to authorize the Mayor and Treasurer/Administrator to execute a Landfill Attendant contract for the Briggs Landfill site and the Lake Temagami Access Point Transfer Station be taken as read a first, second and third time and finally passed this 22nd day of November, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

By-Law 18-1423 - Landfill Welcome Centre & dump wagons

Councillor Harding declared a conflict on this item and moved away from the council table.
18-440

MOVED BY: R. Prefasi

SECONDED BY: D. Burrows

BE IT RESOLVED THAT By-law 18-1423, being a by-law to authorize the Mayor and Treasurer/Administrator to execute a contract to empty the dump wagons at the Lake Temagami Access Point and the Welcome Centre Transfer station including attending the Welcome Centre Transfer Station be taken as read a first, second and third time and finally passed this 22nd day of November, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

Councillor Harding returned to the council table.

APPROVED MINUTES OF COMMITTEE MEETINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

NOTICES OF MOTION

None.

CONFIRMATION BY-LAW

18-441

MOVED BY: D. Burrows

SECONDED BY: L. Hunter

BE IT RESOLVED THAT By-law 18-1424, 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 22nd day of November, 2018; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

ADJOURNMENT

18-442

MOVED BY: J. Harding

SECONDED BY: D. Burrows

BE IT RESOLVED THAT this meeting adjourn at 8:00 p.m.

CARRIED

Mayor

Clerk



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

INAUGURAL COUNCIL MEETING

DRAFT - MINUTES

Wednesday, December 5, 2018, 6:30 P.M.

Welcome Center

PRESENT: D. O'Mara, C. Dwyer, J. Harding, J. Koistinen, B. Leudke, J. Shymko, and M. Youngs
STAFF: B. Turcotte, Tammy Lepage, C. Davidson
GUEST: B. Molyneaux, Royal Canadian Legion Branch 408

CALL TO ORDER AND ROLL CALL

INAUGURAL COUNCIL MEETING

Treasurer Administrator, Craig Davidson called the meeting to order at 6:30 pm. There 32 were people in the audience.

The Treasurer Administrator called the roll.

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

SWEARING IN CEREMONY

Declaration of Office by Mayor and Council

Treasurer Administrator, Craig Davidson, administered the Declaration of Office by Mayor and Council.

INAUGURAL BLESSING

Inaugural prayer by Bob Molyneaux

Mr. Bob Molyneaux of the Temagami Branch of the Royal Canadian Legion, gave the inaugural blessing.

INAUGURAL ADDRESS

Statements from Members

Mayor Dan O'Mara gave his Inaugural Address followed by statements from Councillor Dwyer, Shymko, Youngs, Harding, Koistinen and Leudke.

NEW BUSINESS

A resolution of the appointment of Council Members

19-01

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

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

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

CARRIED

A resolution to Authorize Signing Authorities

19-02

MOVED BY: J. Harding

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT any two of the four: Mayor Dan O'Mara, Councillor Cathy Dwyer, Treasurer Administrator Craig Davidson and Special Projects Coordinator Sabrina Pandolfo be authorized as signing Authorities.

CARRIED

A resolution to reschedule Dec. 18, 2018 C of W & Dec, 27, 2018 Regular Council Meetings

19-03

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT the Committee of the Whole meeting normally scheduled for December 18, 2018 and the Regular Council meeting normally scheduled for December 27, 2018 be combined and rescheduled to December 13, 2018 at the Marten River Fire Hall.

CARRIED

PRESENTATION OF THE ELDERS PROJECT

Due to travel conditions, the elder's presentation was postponed to a later date.

ADJOURNMENT

19-04

MOVED BY: J. Harding

SECONDED BY: J. Shymko

BE IT RESOLVED THAT this meeting adjourn at 7:11 p.m.

CARRIED

Mayor

Clerk



Corporation of the Municipality of Temagami

Memo No.
2019-M-001

Memorandum to Council

☒

Staff

☐

Committee

Subject: Governance Model

Agenda Date: December 13, 2018

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami directs Staff to amend the Procedural By-Law establishing two meetings of Council each month, being the second and fourth Thursdays with no Committee of the Whole meetings;

AND FURTHER THAT included in the agenda for each meeting would be a Question Period with guidelines established to respect the notice provisions requirements;

AND FURTHER THAT the January meetings of Council be set as January 10th and January 24th.

INFORMATION

There are many different models for governance employed by municipalities in Ontario. One of the more efficient of these is having two Council meetings each month with the first being more administrative and procedural and the second being more operational in focus. With reports direct to Council, all Members would receive the information at the same time and in a format by which decisions could be made when the reports first appear on a Municipal Agenda. As well, should decisions be deferred, the waiting time for consideration of the deferred item is shorter than a month for the next meeting.

Augmenting the two Council meetings each month would also be special meetings as the need arises. The procedures for the calling and timing of special meetings would be consistent with those presently in the Procedural By-Law. Also, the utilization of subject specific Ad Hoc Committees are available for use by Council as the need arises.

One of the key activities in any municipality is addressing public concerns. While there can be town hall meetings established where an open dialogue is the item of the day it is also important to provide the Public an opportunity to question items as decisions are made. The one danger with an open question period during a Council meeting is the chance that a discussion could start on a subject where no notice has been provided of this intent. A way to have a Question Period and also respect the notice provisions is to permit questions related to items on the agenda to be answered while question on items not on the agenda would be collected with the answer provided at the next meeting of Council which allows notice to be given.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memo No.
2019-M-002

Memorandum to Council



Staff



Committee

Subject: Strategic Plan

Agenda Date: December 13, 2018

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami directs Staff to request proposals from firms and or individuals to facilitate the formation of strategic priorities and the development of a strategic plan for this term of Council.

INFORMATION

As the new term of Council begins, it is important to ensure that the goals and objectives of the term are developed as early as possible. There is also merit in engaging a facilitator who can provide guidance as strategic priorities are being developed who is outside of the municipal structure.

Requesting proposals at this stage would allow an appropriate budget to be considered. It is recommended that the response date be January 31, 2019 with the completion of the facilitation and plan development estimated to be April 30, 2019.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-003

☒ Staff
☐ Committee

Subject: Budget Guidance
Agenda Date: December 13, 2018
Attachments: 2019 Draft Budget Guidelines

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami approve the 2019 Budget Guideline;
AND FURTHER THAT Council directs Staff to use a maximum increase in taxation revenue, and a guide for COLA adjustments of 2.5% as the 2019 budget is being developed for consideration

INFORMATION

There are many parts to the development of a municipal budget. Our asset management plan does include some items with a suggested time frame for completion. There are also some unplanned major items that seem to arise from time to time.

A guideline for budget completion is attached to this report. This guideline sets out the milestones and provides guidance for budget formulation.

As Staff are developing a draft budget for Council's consideration, one of the key areas where guidance is required is the tolerance for future tax increases. Many municipalities use the Consumer Price Index as this guideline. While it is not always a true reflection of the financial pressures faced by municipalities, using the CPI does give a reasonable overview of the economic climate. According to Statistics Canada, the CPI for Ontario, annualized, is 2.5% for the month of October 2018. This is the latest information available on their website.

As Staff works through the preparation of a draft budget, using this guideline will assist in formulating other recommendations that are included in the annual budget.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator
Name, Position

Name, Position

On behalf of:
Name of committee if applicable

Proposed 2017 Municipal Budget Guidelines
Summary for 2014, 2015 and 2016

	2017	2016	2015	2014
	<u>Policy</u>	<u>Policy</u>	<u>Policy</u>	<u>Policy</u>
1.	Capital contribution of \$600,000 from levy	Increases in capital will reflect a 2% capital levy (\$67,000).	Same as 2016.	In total the capital budget will include an increase of \$80,000 from muncipal tax revenues and the additional increases in capital projects will depend on the grants.
2.	Capital projects will reflect the priorities in the asset management plan; any exceptions must be extensively documented and reported.	Capital projects will reflect the priorities in the asset management plan; any exceptions must be extensively documented and reported.	Same as 2016.	All capital expenditures shall show the relationship to the vision priorities identified by Council and the Asset Management Plan.
3.	Each capital project will also list the grants being applied for and budget submissions must make it clear where the corresponding decrease in expenditures will be if the Municipality fails to receive an expected grant.	Each capital project will also list the grants being applied for and budget submissions must make it clear where the corresponding decrease in expenditures will be if the Municipality fails to receive an expected grant.	Each capital project will also list the grants being applied for, where appropriate. Where applications for grants are included, budget submissions must make it clear where the corresponding decrease in expenditures will be if the Municipality fails to receive an expected grant.	In conjunction with drafting the capital budget, where possible, grant applications will be prepared to seek funds for needed projects. Applications for grans must be increased in all departments, not limited to capital items, and all department budget submissions must make it clear where the corresponding decrease in expenditures will be if the grant is not received.
4.	Targe a 3% levy increase to include the capital commitment of \$600K.	Operating – overall increases in the operating budget will be limited to one percent (1%) – includes salary costs – every effort must be made to offset any increases.	Operating - overall increases in the operating budget will be limited to the amount of growth in revenues and/or inflation. Every effort must be made to offset any increases.	Draft department operating budgets will be submitted with at least a two percent (2%) decrease.
5.	1FTE - PW Foreman; all other staffing is forecasted at status quo	Program salary costs will be based upon normal staffing levels and no adjustments are to be made in anticipation of possible outcomes of the organization review; adjustments, if any, shall only be done once the organization review is completed.		
6.	Opportunities for new or expanded sources of revenue, along with the related program costs, shall be included in budget submissions for Council consideration, as much as possible.	Opportunities for new or expanded sources of revenue, along with the related program costs, shall be included in budget submissions for Council consideration, as much as possible.	Each program area will propose at least one new or expanded source of revenue and the projected associated costs for council consideration.	Same as 2015.
7.		If program submissions are at or near the guideline level, Council will review the budget strategically rather than line by line.		
	<i>If deadline of February 28, 2016</i>			
	<u>Process</u>	<u>Process</u>	<u>Process</u>	<u>Process</u>
1.	All salary and wage calculations will be done by the Treasurer. 2017 COLA presented for committee consideration.	All salary and wage calculations will be done by the Treasurer.	Same as 2016.	Same
2.	All area charge calculations (i.e. water/sewer, garbage, etc.) will be done by the Treasurer.	All area charge calculations (i.e. water/sewer, etc.) will be done by the Treasurer.	Same as 2016.	
3.	In conjunction with the CAO, Councillors, in their role as Committee Chairs, will be responsible to ensure that budget guidelines are met.	In conjunction with the CAO, Councillors, in their role as Committee Chairs, will be responsible to ensure that budget guidelines are met.	Same as 2016.	Same
4.	All local Boards (including the library and police services board) will be subject to the same guidelines in preparing their budget submissions.	All local Boards (including the library and police services board) will be subject to the same guidelines in preparing their budget submissions.	Same as 2016.	Same
5.	Program areas should analyze the previous year’s expenditures, prior to asking for any inflationary growth.	Program areas should analyze the previous year’s expenditures, prior to asking for any inflationary growth.	Same as 2016.	Proposed increases will only be considered on an exception basis, where offsets are proposed within the same department's budget, with an explanation of the service impacts of such offsets. Any expection must be of an urgent nature and must be accompanied by a written justification outlining how it impacts the priorities of the vision.
6.		Council will hold two Committee of the Whole meetings through the process; (a) to establish budget guidelines; and (b) to strategically review initial program submissions and give direction to GG&F.		
7.		Department heads and committee chairs will attend the initial meeting with the GG&F to present and explain their budget submissions.	Department heads and committee chairs will meet with the GG&F Committee to present and explain their budget submissions.	
8.	GG&F to work closely with Department Heads throughout the process	GG&F shall keep all department heads informed during the process of recommended changes to their department’s budget submissions.		

Proposed 2017 Municipal Budget Guidelines
Summary for 2014, 2015 and 2016

	2017	2016	2015	2014
9.	All programs are to be frugal with year-end spending. Year-end surpluses will be transferred to reserve for future year obligations.	All programs are to be frugal with year-end spending. Year-end surpluses help offset next year’s pressures.		All departments attempt to maximize surpluses at the end of the 2013 budget year and do not overspend just to use up the budget, since to meet our overall 2014 capital budget objective it is necessary that we have surplus funds at the end of this year.
	<u>Schedule</u>	<u>Schedule</u>	<u>Schedule</u>	<u>Schedule</u>
1.	Nov 2016 - Initial Committee of the Whole meeting to adopt Budget Guidelines. Council to vote on Guidelines on Nov 24, 2016	Initial Committee of the Whole meeting to adopt Budget Guidelines in December 2015.	Initial guidelines to be approved in November 2014	
2.	Dec 20, 2016 - Deadline for capital submissions.	Deadline for capital submissions is December 20th.	Deadline for capital submissions is December 16th.	Deadline for capital submissions is December 16th.
3.	Jan 19, 2017 - All initial operating submissions are to be submitted.	All initial operating submissions are to be submitted by January, 20, 2016.	All initial operating submissions are to be submitted according to the schedule set by the Treasurer/CAO by departmnet.	Initial operating submissions submitted by January 15, 2014
4.	Feb 2017 - Initial budget submissions reviewed by Council	Second Committee of the Whole meeting in January 2016 to review all initial budget submissions for comment and strategic decisions.		
5.	Feb/Mar - GGF&F to meet with Department Heads to review Council comments , refine budget where possible; and incorporate final 2016 figures when available.			
5.	Mar/April - Final Draft Budget presented to Council	GG&F Committee to present the final draft to Council in mid to late April 2016.	GG&F Committee to present the final draft to Council in late April 2015.	GG&F Committee to present the final draft to Council in early April 2014.
6	The final draft budget and by-laws to be adopted at a subsequent council meeting.	The final draft budget and by-laws to be adopted at a subsequent council meeting.		
	<u>Assumptions</u>	<u>Assumptions</u>	<u>Assumptions</u>	<u>Assumptions</u>
	Capital	Capital	Capital	Capital
1.	Add 3% from taxation	Add 2% from taxation to about 615k		
2.	Hold budget cost on rollover projects: Spruce Drive (holdback), Docks, Train Station, Tower, Financial System, etc.	Hold budget cost on rollover projects: Spruce Drive, Docks, Train Station.		
3.	Maximize Grants	Maximize Grants: Water Plant, Tower, etc		
4.		Replace \$25k into Arena Reserve		
5.		Add \$80k into Temagmi Fire Truck Reserve		
6.	Offset loan reserve contribution with actual borrowing costs.	Increase loan reserve to reflect decreasing payments		
7.	Public Works complex \$50K	Repeat contributions to: Public Works complex \$50K		
8.	Roads - Reserve Contribution of \$50,000 in 2016 and 2017 for Fox Run - Work to be completed in 2018	<u>Roads \$25k + \$25K</u>		
9.		Marten River Fire Truck \$20k		
10.		Generator \$25K		
11.	Follow Asset Management Plan to prioritize new projects	Follow Asset Management Plan to prioritize new projects		
12.	Priority is completion of current projects (Train Station, Spruce Drive, Docks)	Priority is completion of current projects (Train Station, Spruce Drive, Docks)		
1.		Operating Staff will consider associated costs with solid waste (MOECC orders)		

Proposed 2017 Municipal Budget Guidelines
Summary for 2014, 2015 and 2016

	2017	2016	2015	2014
2.	User fees for water, sewer and garbage operating will be revenue neutral	User fees for water operating will be revenue neutral		
3.	Tax ratios stay constant (revenue neutral)	Tax ratios stay constant (revenue neutral)		
4.	Local boards are expected to follow budget guidelines	Local boards are expected to follow budget guidelines		
5.	No presumptions to be made of outcomes of organization review before it is completed.	No presumptions to be made of outcomes of organization review before it is completed.		
6.	Add summer staff/student(s) for "events resources and that staff will apply for additional student grant money.	Add summer staff/student(s) for "events resources and that staff will apply for additional student grant money.		
7.	Acknowledge the need for the expertise of consultants (Landfills, Engineering, Vision, Org Review, Affordable Housing for Seniors Project) and budget accordingly.	Acknowledge the need for the expertise of consultants (Landfills, Engineering, Vision, Org Review, Affordable Housing for Seniors Project) and budget accordingly.		
8.	Program pressures will likely include: Insurance, equipment maintainance, landfills, OCWA.	Program pressures will likely include: Insurance, equipment maintainance, landfills, OCWA.		
9.	Amounts for staff training should be maintained or increased.	Amounts for staff training should be maintained or increased.		

DRAFT 2019 Municipal Budget Guidelines

	2019
	<u>POLICY</u>
1.	Capital contribution of \$600,000 from levy
2.	Capital projects will reflect the priorities in the asset management plan; any exceptions must be extensively documented and reported.
3.	Each capital project will also list the grants being applied for and budget submissions must make it clear where the corresponding decrease in expenditures will be if the Municipality fails to receive an expected grant.
4.	Target a 2.5% levy increase to include the capital commitment of \$600K.
5.	Positions hired to fill vacancies and enhance facilities/recreation programming abilities
6.	Opportunities for new or expanded sources of revenue, along with the related program costs, shall be included in budget submissions for Council consideration, as much as possible.
	<u>PROCESS</u>
1.	All salary and wage calculations will be done by the Treasurer/Administrator. 2018 COLA in line with CPI presented for Council consideration.
2.	All area charge calculations (i.e. water/sewer, garbage, etc.) will be done by the Treasurer/Administrator.
3.	The Treasurer/Administrator and Department Managers to ensure guidelines are met prior to draft budget being presented with any areas of concern highlighted for Council consideration and direction.
4.	All local Boards (including the library and police services board) will be subject to the same guidelines in preparing their budget submissions.
5.	Program areas should analyze the previous year’s expenditures, prior to asking for any inflationary growth.
6.	All programs are to be frugal with year-end spending. Year-end surpluses will be transferred to reserve for future year obligations.
	<u>SCHEDULE</u>
1.	December 2018 - Initial Council meeting to adopt Budget Guidelines
2.	January 15, 2019 - Department Capital Submissions to Treasurer/Administrator.
3.	January 31, 2019 - Initial Department Operating Submissions to Treasurer/Administrator.
4.	February 2019 - Initial Draft budget to second Council meeting of the month - any updates to user charges other than special area rates would be made at this time.
5.	Early March, 2019 - Town Hall to present budget to Public.
6.	April 2019 - Budget approved by Council (by second meeting)
7.	The By-laws to be adopted at a Council meeting prior to July 2019 (hopefully in May).
	<u>ASSUMPTIONS</u>
	<u>Capital</u>
1.	Use prior year data (updated where necessary) for multi-year projects
2.	Enhancement to Asset Management Plan through AMP 2.0 and augmented with additional dollars from 2018
3.	Establish a debt tolerance policy and annual amount to be either paid towards capital debt or set aside in reserve for future capital borrowing
4.	Public Works Complex reserve contribution of \$50K
5.	Sewer - Temagami North project is priority to get application to MOECC and lay planning of how the project will be completed when funded
6.	Follow Asset Management Plan to prioritize new projects

	<u>Operations</u>
1.	User fees for water, sewer and garbage operating will strive to be revenue neutral
2.	Tax ratios stay constant (revenue neutral) with adjustment where required for ratios outside the range of fairness.
3.	Local boards are expected to follow budget guidelines
4.	No presumptions to be made of outcomes of organization review before it is completed.
5.	Applications for summer and other programming will be made wherever possible.
6.	Acknowledge the need for the expertise of consultants (Landfills, Engineering, Vision, Affordable Housing for Seniors Project) and budget accordingly.
7.	Program pressures will likely include: Insurance, equipment maintainance, landfills, OCWA.
8.	Amounts for staff training should be maintained or increased.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-004

☒ Staff
☐ Committee

Subject: Streetlight retrofit program

Agenda Date: December 13, 2018

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami directs Staff to work with LAS representatives to develop and issue a request for proposal for a streetlight audit and retrofit program to move from the High Pressure Sodium bulbs to the more efficient LED bulbs;

AND FURTHER THAT the \$60,000 included in the 2018 budget for this project be placed in reserve to be used in 2019.

INFORMATION

Over the last few years, many municipalities have moved from the HPS streetlighting to LED streetlights which are a much more energy efficient alternative. Local Authority Services (LAS), a partnership between the Association of Municipalities of Ontario (AMO) and the Municipal Finance Officers Association (MFOA), recently announced that 2019 will be the last year they are operating their streetlight retrofit program. Part of the program is a streetlight audit to ensure we are getting the appropriate lights in strength, position, and direction to ensure that the more directed LED bulb lights the areas we want lit.

From this streetlight audit, the actual cost of the retrofit can be determined including the estimated 'pay-back' time as the cost of power will be significantly less after the retrofit has been completed.

The first step is having a discussion with LAS personnel and ensuring that we are in the last year of the program and that we are aware of what they need from a process point of view so we can ensure we comply with program guidelines.

There was \$60,000 budgeted for this project in the 2018 budget and was not spent. To transfer this to the 2019, the most transparent method is to transfer the money to reserve in 2018 and from reserve in 2019 when the project is being completed.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memo No.
2019-M-005

Memorandum to Council

☒

Staff

☐

Committee

Subject:	Integrity Commissioner
Agenda Date:	December 13, 2018
Attachments:	Temiskaming Municipal Association E4M Proposal for Integrity Commissioner Services

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami accept the proposal from E4M made to the Temiskaming Municipal Association for Integrity Commissioner Services;

AND FURTHER THAT Council directs Staff to work with E4M to develop a Temagami specific agreement for this purpose.

INFORMATION

We have participated in the regular meetings of the Temiskaming Municipal Association. At their recent meeting, a proposal for Integrity Commissioner Services was presented by E4M. Their fees range from \$50 per hour for travel to \$125 per hour for investigations. They also have a daily rate for workshops and similar sessions of \$1,000.

It is not readily known the extent that a Municipal Integrity Commissioner will be utilized, especially after March 1, 2019 when the legislative changes to the role of the Integrity Commissioner come into effect. As such, while in total the amounts paid to an Integrity Commissioner over the course of the year may exceed limits set by our procedural By-Law requiring an RFP process, at this time, since no determination can be made of the total cost, Council would be within their rights to 'sole source' this appointment.

The Municipal Act does not stipulate the process by which Council determines who their Integrity Commissioner is. While the recommendation is to accept this proposal as the quoted rates are fair and the Municipality has had past dealings with this organization, Council is also free to direct Staff to initiate a request for proposal format, or direct Staff to invite certain individuals, firms, or organizations to also make a submission to ensure that the best possible decision regarding this appointment is made.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable

TEMISKAMING MUNICIPAL ASSOCIATION



PROPOSAL

Integrity Commissioner Services

1894 Lasalle Blvd.

Sudbury, ON P3A 2A4

Tel. 705-863-3306

Tel. 705-914-0551

Fax. 705-806-4000

Temiskaming Municipal Association

Attention: His Worship, Mr. Merrill Bond
tigermerrill@icloud.com

Mr. Reynald Rivard
Clerk-Treasurer, Township of Armstrong
reynald.rivard@armstrong.ca

November 29, 2017

RE: Integrity Commissioner Services Proposal

Further to our recent email, we understand that the Temiskaming Municipal Association (or maybe the majority of members) may be thinking of searching for the services of an Integrity Commissioner for the area given the mandatory requirements in Bill 68.

We are a group of municipal colleagues who believe in the good work that is being done in the municipal sector. We also believe that we can be of great assistance to many communities, particularly those in Rural Northern Ontario.

To that end, we submit for your consideration the following proposal for the services of Integrity Commissioner. We could also make ourselves available for a presentation or meeting with your group at a date and time that is most convenient for your group.

For questions related to our submission please contact Chris Wray by phone at 705-914-0551 or by email at chris@e4m.solutions.

Best Regards,



Chris Wray
Partner

About Us

A group of like minded thinkers, recognized that the municipal sector in rural Northern Ontario is underserved with respect to training and municipally related services. The group also recognized that this same part of the sector lacks the capacity (human and financial) to execute practices necessary to comply with legislation and good governance. To that end, there was a desire to make a difference by giving back to the sector. To accomplish this, they incorporated Expertise for Municipalities (E⁴m) as a not-for-profit association (July 2017) to empower excellence in small municipalities.

E⁴m believes in the following core principles:

- a) That by providing “on the ground” support services to small municipalities, in all aspects of the municipal operation, we can help municipalities with limited budgets and few staff succeed in delivering mandatory services;
- b) That by holding relevant conferences, meetings, or training sessions this segment of the municipal sector will be strengthened through the professional development of its elected officials, employees and volunteers;
- c) That by assisting small municipalities with preparing presentations to government and/or the private sector we can help them to deliver on and advocate for the municipal mandate;
- d) That by sharing information collected resulting from research carried out by E⁴m, municipalities can be better equipped to address issues and solve problems;
- e) That by promoting the principles of good municipal governance we can encourage municipalities to achieve strength and sustainability through sound governmental practices and public engagement; and
- f) That we can give back to the municipal sector by transferring knowledge and assisting to build capacity.

E⁴m is a network of municipal professionals with a wide array of competencies and experiences who have a passion and commitment to providing small municipalities with affordable professional services.

Our Understanding of the Requirements

Many municipalities have already opted to adopt a Code of Ethics and Conduct (the “Code of Conduct”) for Members of Council. Some municipalities may have included provisions for the use of an Integrity Commissioner to carry out an investigation of a breach of their Code of Conduct.

The landscape has now changed. The *Municipal Act* now has more concretely defined the role of the Integrity Commissioner. Bill 68 (2017) amendments will require municipalities to have a Code of Conduct and appoint an Integrity Commissioner for Council, its Committees and Local Boards to:

1. Provide advice, upon request, to Members of Council, Committees & Local Boards respecting their obligations under:
 - a. the Municipality's Code of Conduct;
 - b. a procedure, rule or policy of the Municipality or Local Board governing the ethical behaviour of Members; and
 - c. the *Municipal Conflict of Interest Act* Sections 5, 5.1 and 5.2
2. Provide Educational Information to Members of Council, Committees, Local Boards and Members of the public about
 - a. the Municipality's Code of Conduct; and
 - b. the *Municipal Conflict of Interest Act* Sections 5, 5.1 and 5.2
3. Investigate and make findings as to
 - a. the application of the code of conduct for Members of Council and the code of conduct for Members of Local Boards;
 - b. the application of any procedures, rules and policies of the municipality and local boards governing ethical behaviour of Members; and
 - c. the application of Sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act*.

Municipal Councils have the option of appointing their own Integrity Commissioner or requesting a neighbouring municipality, who already has an Integrity Commissioner appointed, provide them the service to fulfill their obligations under these changes to the *Municipal Act*. These changes come into effect March of 2019.

Of interest with these changes, is the addition of complaints under the *Municipal Conflict of Interest Act* being under the purview of the Integrity Commissioner. Previously, anyone who believed a breach of the said Act had occurred needed to assume the cost of a legal action. Now complaints can be made to the Integrity Commissioner. The Integrity Commissioner upon completing an investigation and considering it appropriate can apply to a judge under Section 8 of the *Municipal Conflict of Interest Act*. Many in the municipal sector believe that this will create an influx of complaints.

In the spirit of maintaining public confidence and the practice of good governance through increased accountability and transparency, the members of the *Temiskaming Municipal Association* may decide to seek the services of an Integrity Commissioner. We would suggest that it would be in the best interest of your members to engage the services of an independent third party with high ethical standards to act as Integrity Commissioner.

E⁴m is a highly ethical, neutral third party committed to providing your members with just such a service.

Our Workplan

The Office of the Municipal Integrity Commissioner may receive complaints of wrongdoing from property tax ratepayers, Council Members and municipal staff. We recognize that it takes great courage to make such a disclosure, and will do our best to ensure that the process is fair, transparent and prompt. We also acknowledge that each complaint must be handled in a respectful yet confidential manner. We believe our process for dealing with complaints meets these tenets.

As previously stated, amendments to the *Municipal Act* made through *Bill 68* (2017) greatly changed the municipal landscape as it relates to the conduct of Members of Municipal Councils and Local Boards. Effective March 1, 2019, all Municipalities are required to have a Code of Conduct for Members of Council and their Local Boards. Also coming into effect March 1, 2019, municipalities will be required to appoint an Integrity Commissioner or have access to the use of an Integrity Commissioner of another municipality.

In preparation for the coming into force of these *Bill 68* (2017) Amendments to the *Municipal Act*, we propose that our appointment as the Integrity Commissioner for your members would encompass five (5) broad categories as follows:

- Education
- Advice
- Investigation
- Inquiries
- Reporting

Education

Our belief is that knowledge and understanding go a long way to prevent breaches of policies and/or legislation thereby limiting the number of complaints being laid. Our holistic approach addresses this by working directly with your Members and their Local Boards and indirectly with the general public. By this we mean that we work with your Members to hone our educational programs to meet their specific needs; since the dynamics of Municipal Councils and Local Boards are diverse and dependent upon the experiences and competencies of their elected officials. We also provide information to the public to explain the parameters within which Council makes decisions. We propose that this would be carried out using any of the following methods; group settings, one-on-one meetings, annual reporting and through the posting of documents on the municipal website.

We feel it is of primary importance for the Integrity Commissioner to be included as part of the orientation of the Members of Council and Local Boards after an election and

then again when a vacancy has been filled. To do this we would work with your municipal staff to organize a group training exercise as soon after the 2018 election as practical. Orientation for the replacement of a vacant position either of Council or a Local Board would be executed through one-on-one meetings.

Advice

The Integrity Commissioner is responsible for giving advice to Council and Local Board Members with respect to the municipally adopted Code of Conduct, any other policy or procedure that governs their ethical behaviour and the *Municipal Conflict of Interest Act*. Until changes to the *Municipal Act* come into force, advice to your Members would be limited to the current Code of Conduct.

As of March 1, 2019, advice provided to Members would then be according to the changes to Section 223.3 of the *Municipal Act* and include the following:

1. Requests from Members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of Members.
2. Requests from Members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
3. The provision of educational information to Members of council, Members of local boards, the municipality and the public about the municipality's codes of conduct for Members of council and Members of local boards and about the *Municipal Conflict of Interest Act*.

Investigation

Any investigation with respect to a complaint under a current Code of Conduct (for one of your member Municipalities) will be conducted keeping in mind the investigative authority provided to the Integrity Commissioner as set out by an individual Council. To that end, we propose that the attached *Appendix "A"* be adopted by any participating Council to be used as the approved protocol for administering all complaints.

As a standard of practice all complaints will be investigated in a manner that ensures procedural fairness.

On March 1, 2019 amendments to the *Municipal Act* will change to how investigations by the Integrity Commissioner are administered. Any changes or clarifications will be made in the guiding procedures of your Members with our assistance and be in effect for all subsequent investigations.

Inquiries by Integrity Commissioner

All inquiries by the Integrity Commissioner shall be conducted according to Section 223.4 of the *Municipal Act*. After March 1, 2019, the powers of the Integrity Commissioner will be expanded for the purpose of an inquiry. We would ensure, that if necessary, any inquiry be conducted in accordance with these changes and in the interim with respect to the current provisions of the *Municipal Act*.

Reporting

Reporting the activities of the Integrity Commissioner is a key deliverable for the office. It provides accountability and transparency and builds confidence in the system of municipal governance in the eyes of the public.

We would propose that all reporting be done in accordance with that which is allowable under Section 223.6 of the *Municipal Act*.

When necessary upon receipt of a complaint, the Integrity Commissioner will provide a written report about a Member of Council or a Local Board, with an opinion on whether or not the member contravened the applicable Code of Conduct. Details of the violation will be disclosed to the extent necessary for the purposes of the report.

An Annual Report will be provided to Council summarizing the activities of the Integrity Commissioner during the year. The report shall not disclose any confidential advice provided by the Integrity Commissioner, once those provisions are in place as at March 1, 2019. Details again, will only be provided to the extent they are necessary for the report. The Report will be given to Council no later than March 1st of any given year.

Our Team

While we have an array of municipal professionals and partnerships upon which we can rely, we are proposing that the following two (2) partners of E⁴m conduct all the services as Integrity Commissioner for your participating members. We also think that it is worth noting our unique affiliation with one of our partners, *Wishart Municipal Group*.

Chris Wray

Chris is a founding member of E⁴m. Originally from Sharon, Ontario, He has spent many years living in Northern Ontario. Chris has over twenty (20) years of experience as a senior municipal official. In 2014, Chris returned to the Municipality of Wawa as CAO / Clerk-Treasurer after spending 18 months as the CAO for the Township of Muskoka Lakes. Prior to that he had been the CAO /Clerk-Treasurer in Wawa from

1999 to 2012 arriving from Ignace, Ontario where he was the CAO / Clerk-Treasurer from 1996 – 1999.

The broad range of duties and experiences that accompany a Senior Municipal Position combined with his 35 years of experience in the Finance and Office Management field, enabled Chris to gain a wealth of knowledge in finance and management. Ten years with Dun & Bradstreet Software Services Canada Ltd. a leader in the Information Technology industry prepared Chris for the constant changes faced by the municipal sector.

He currently serves on many Boards including the Association of Municipal Managers, Clerks and Treasurers of Ontario (President 2015 -2016), Local Authority Services (LAS), The Association of Municipalities of Ontario (Rural Caucus), the Rural Ontario Municipal Association, the Municipal-Industry Program Committee (Blue Box) and the Sault Ste Marie Innovation Centre where he serves as Chairperson.

In recognition of the accomplishments achieved through Chris' ingenuity and direction, the Municipality of Wawa has garnered several awards including; the ESRI Award for Innovation in 2007, the Peter J Marshall Award in 2001 & 2007 (Association of Municipalities of Ontario) and the E.A. Danby Award in 2008 (Association of Municipal Managers, Clerks and Treasurers of Ontario).

Throughout his municipal career has been involved Committees that have broad implications for municipalities. Of note, are those committees involved with the OPP Billing Reform, Provincial Land Tax Reform, and the new Asset Management Planning Regulation. Chris has also been published in Municipal World, the Municipal Monitor and Northern Ontario Business.

Under Chris's guidance, the Municipality of Wawa developed a Code of Conduct for Council Members in 2001, pre-dating the reference in the Municipal Act by five (5) years. The current Code of Conduct for Wawa is still held up as an example of a good practice for municipal governments in Ontario.

Peggy Young-Lovelace

Peggy has spent her entire life residing in Northern Ontario. She currently has a home on Manitoulin Island where she enjoys the intricacies of rural small community life.

As a founding member, Peggy brings a variety of skills and competencies to E4m. She has a B.A. Psychology and for more than twenty (20) years, has worked with local governments in varying capacities. She has worked with Municipalities, Local Boards and First Nations on policy development, accountability and transparency processes as well as governance fundamentals. She has over fifteen (15) years in senior management positions. Most recently, she worked for five (5) years as the CAO/Clerk-Treasurer of a small municipality before she semi-retired to pursue the creation of E4m.

Since that time, Peggy became certified as a workplace investigator where she was trained by a law firm in procedural fairness, investigative techniques, substantiation of fact and analysis of credibility. She is currently carrying out several investigations for municipal clients.

Peggy has a solid grasp on governance tools and the process of governing. She was the lead on developing a governance tool for First Nations that was recognized nationally. She has been a municipal Councillor in a small municipality and held key positions on a number of local and volunteer boards. Peggy is the Past Chair of the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) Zone 7. She was a founding member of the First Nations Governance Network that will be celebrating ten (10) years of promoting good governance practices to First Nations in 2017.

Wishart Municipal Group

E⁴m has built partnerships with other services from the municipal sector. We are particularly proud of the partnership that we have with the *Wishart Municipal Group*, formed by the Wishart Law Firm and headed by Senior Lawyer, Paul Cassan.

Specializing his practice in Municipal Law, Labour and Employment and Municipal Tax Assessments, Paul has experience with matters before the Ontario Superior Court of Justice, the Divisional Court, the Ontario Court of Appeal and the Supreme Court of Canada. Paul regularly appears before the Ontario Labour Relations Board, the Ontario Human Rights Tribunal and the Ontario Police Arbitration Commission¹.

Paul is well known to many communities in Northern Ontario, including those in the *District of Temiskaming*, E⁴m works closely with Paul on a number of issues and while he will not be conducting Integrity Commissioner investigations, we can call on him for advice if the need arises.

Our Fees

E⁴m does not believe in retainer fees. We believe that all fees should be earned and not simply provided as a placeholder. To that end, we propose an arrangement with no retainer fee.

In keeping with our status as a non-profit, 20% of all fees are kept within our organization for the express purpose of assisting small municipalities through

¹ Source – Wishart Law Firm LLP

subsidized workshops, education and related events. It is through this process that we know we can provide significant assistance and knowledge transfer to the sector.

We would propose that all services of the Integrity Commissioner would be billed in two ways.

1. In the case of all investigations, or the provision of advice an hourly rate would apply.
 - a. For investigations, our rate would be \$125 per hour. While it is likely that most investigations can be conducted remotely, if attendance in the home community of one of your Members is a necessity of the investigation, all travel and accommodations would be in addition to the hourly fee. Travel time in excess of three (3) hours would be charged at a rate of \$50 per hour.
 - b. It is our opinion that providing written advice², could be conducted remotely so there would be no additional travel or accommodation cost. We would propose an hourly fee of \$100 for this service.
2. Educational sessions conducted in a workshop setting for Council or Local Board orientation or similar sessions can be conducted at a cost of \$1,000 per day plus costs. These workshops would be limited to one presenter. Additional presenters can be added for an additional cost which would be negotiated on an as needed basis.

Insurance

E⁴m can confirm that that it currently carries Professional Liability Insurance covering the stated work and services in the amount of \$2 million (\$2,000,000) and shall continue to carry this amount for twelve months following the completion of all work.

We would like to draw to your attention, changes to the Municipal Act, Section 223.3 (6), through Bill 68 that will be effective March 1, 2019:

Indemnity

(6) A municipality shall indemnify and save harmless the Commissioner or any person acting under the instructions of that officer for costs reasonably incurred by either of them in connection with the defence of a proceeding if the proceeding relates to an act done in good faith in the performance or intended performance of a duty or authority under this Part or a by-law passed under it or an alleged neglect or default in the performance in good faith of the duty or authority.

If successful, it would be our intention to discuss this provision with your participating Members, prior to the changes applicable (Bill 68) on March 1, 2019.

² Once the provisions of Bill 68 take effect

Summary

E⁴m has a unique but dedicated commitment to the municipal sector, particularly in Rural Northern Ontario. We believe in giving back to the sector that has shown a dedication to quality of life in each and every community.

We look forward to a positive response from the *Temiskaming Municipal Association* on our proposal. We are sure that your members will be pleased with our services as Integrity Commissioner and we hope that they may consider embracing some of the others services that we offer.

If your *Association* wishes for us to make a more formal presentation prior to making a final decision, we are more than willing to arrange this for a date that is conducive to your schedule.



Corporation of the Municipality of Temagami

Memo No.
2019-M-006

Memorandum to Council



Staff



Committee

Subject: Fire Smart

Agenda Date: December 13, 2018

Attachments:

RECOMMENDATION

This memorandum is:

☐

To be received for information

OR

☒

To recommend that:

Temagami Council request a presentation by the Ministry of Natural Resources and Forestry, Fire and Aviation, on the benefits of becoming a FireSmart community,
And further that; members of the planning committee and the Emergency Management Program Committee be encouraged to attend the presentation

INFORMATION

The threat from Forest Fires, and the possibility for loss of life and property has never been more evident that it has this year. Our climate is changing, forest fires are starting easier and spreading at speeds that are astonishing seasoned firefighters. This is no more evident than in California in the past few months, with the tragic loss of life and obliteration of entire communities by forest fires.

Temagami experienced the threat of a fast moving fire on July 8th this year. Had the province not had an unprecedented number of water bombers in the NE region that day, there is no doubt in my mind that our community would look a lot different than it does today.

FireSmart is a nationally recognized program designed to reduce the potential of property loss from forest fires by reducing fuel load and creating defensible spaces. While property owners can implement a number of strategies towards protecting their property, I believe the municipality MUST take a leadership role advocating all the principles of FireSmart, rather than promoting the retention of forest vegetation (fuel) as currently advocated in the official plan.

The Ministry of Natural Resources and Forestry, North Bay fire and aviation are willing to work in partnership with the fire departments and community members to become a Fire Smart community.

As Fire Chief, I strongly support the principles of FireSmart, and recommend Council request a presentation by MNRF on the challenges, benefits and funding opportunities available in becoming a Fire Smart community and developing a strategy that works for Temagami.

Alternative course of action:

Retain status quo.

Prepared by:

Reviewed by:

Jim Sanderson,
Temagami Fire Chief

Name, Position

Name, Position



Corporation of the Municipality of Temagami

Memo No.
2019-M-007

Memorandum to Council

☒ **Staff**
☐ **Committee**

Subject:	Parking Bylaw Schedule changes
Agenda Date:	December 13, 2018
Attachments:	Proposed changes to schedule L, M, and R Resolution 17-732 for information

RECOMMENDATION

This memorandum is:

☐ To be received for information

OR

☒ To recommend that:

Council direct staff to update schedules “L”, “M” and “R” of the Parking By Law to allow overnight parking in certain day use only lots within the Municipality for Ontarians with Disabilities. And further to make changes to allow paid parking in the Municipal parking lot at the corner of Wildflower and Lakeshore Drive for residents and cottagers on the Northeast arm.

INFORMATION

Parking for the disabled

There are several residents with disabilities on the north east arm of Lake Temagami that would benefit greatly if we make changes to the wording of the Parking Bylaw to allow overnight parking in the Hatchery parking lot.

In keeping with the *Accessibility for Ontarians with Disabilities Act* I feel it necessary to make changes to allow for overnight parking for residents with disabilities in the disabled parking area of the Hatchery lot. The next closest municipal parking lot with overnight parking is an additional 200m away.

Paid Parking

Resolution 17-732 asked that The Protections to Persons and Property and Public Works Committees look at this issue and come up with a recommendation.

On November 5, 2018 Barry Turcotte and myself measured the area in questioned and determined that there would be space to create five, ten foot wide parking spaces with little impact on the day use parking.

I would suggest that the newly created paid parking spaces in the wildflower parking lot, be distributed on a first come first served basis, and due to the limited number of spaces I would also suggest that there be only one permit per property. These rental spaces can be for the winter season only or year round.

I would also suggest that the fee be the same as the fee charged for the spaces at the Lake Temagami access point

Prepared by:

Reviewed by:

Monty Cummings CBO
Name, Position

Craig Davidson, Treasurer/Administrator
Name, Position

On behalf of:
2018 Protections to Persons and Property Committee

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

Being a by-law to amend Schedules L, M and R of By-law 09-826, Being a bylaw to provide for the regulating of traffic and vehicle parking, rate of speed, standing and stopping on highways or parts of highways under the jurisdiction of the Corporation of the Municipality of Temagami.

Authority:

WHEREAS according to Section 11(1) Paragraph 8 of the Municipal Act, 2001, S.O., c. 25, as amended, a single-tier municipality may pass by-laws respecting matters within the following spheres of jurisdiction; highways, including parking and traffic on highways and parking, except on highways.

WHEREAS the Municipality of Temagami wishes to add new overnight parking for the physically disabled.

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

1. that schedules "L", "M" and "R" to By-law 09-826 are hereby repealed.
2. that the proposed changes to the schedules be made and adopted by Council and attached to this by-law as schedule "L", "M" and "R".
3. that this by-law shall come into force and take effect upon the final passing thereof.

READ A FIRST time on this 13th day of August 2018.

READ A SECOND AND THIRD time and finally passed this 27th day of August 2018.

MAYOR

CAO/Clerk

BY-LAW NO. 09-826

SCHEDULE “L”

DESIGNATED MUNICIPAL PARKING LOTS

The following locations in the Municipality of Temagami are designated as overnight Municipal Parking Lots as signed:

1. Town site Railroad Bridge Parking Area
2. O’Connor Drive Public Parking Lot.
3. Steven’s Road Public Parking Lot (across from the ambulance station)
4. Cassels Lake Boat Launch area Public Parking Lot.
5. Public Parking Lot at the west end of Memory Lane.
6. Temagami Marine Road Boat Launch.
7. Temagami North Arena Parking Lot.
8. Lake Temagami Access Road Mine and Manitou Landings (LUP #LTE 397)
9. Designated spaces for the physically disable identified at 15 Lakeshore Drive, The Hatchery Lot at the boat launch.

The following locations in the Municipality of Temagami are designated as day use only Municipal Parking Lots as signed:

1. Temagami Waterfront Parking Lots.
2. Wildflower Avenue and Lakeshore Drive intersection Parking Lots. Except for those spaces designated for the physically disabled.
3. Stevens Road Parking Lot by the Ball Diamond.

The following location in the Municipality of Temagami is designated as a Municipal Parking Lot, as signed, with transport truck overnight parking permitted from 10:00 p.m. to 6:00 a.m. ONLY and a daytime transport truck parking limit of ONE HOUR only.

1. Temagami Train Station Parking Lot.

BY-LAW NO. 09-826

SCHEDULE “M”

DESIGNATED PARKING SPACES RENTED ON AN ANNUAL BASIS AND METERED ZONE FEES

There are designated and signed parking spaces at the Lake Temagami Mine Landing (LUP #LTE 397) and at the Wildflower parking lot at the corner of Lakeshore Drive and Wildflower Avenue that the Municipality charges an annual fee as per the current fee by-law.

There are no metered zones, metered zones fees and time periods in effect for metered zones

BY-LAW NO. 09-826

SCHEDULE “R”

DESIGNATED PARKING SPACES FOR THE PHYSICALLY DISABLED

1. All designated disabled persons parking areas shall be identified by the official sign required by the Highway Traffic Act, Regulations. The signs shall be permanently mounted with the base of the sign a minimum of 1.7 meters above ground level, and at a maximum height of 2.5 meters. Signs shall be placed on both sides of the parking area to denote the area within which parking, other than the designated parking, is prohibited.
2. Disabled persons parking areas within a parking lot or other parking facilities are located at the following locations:
 - a) Lake Temagami Mine Landing (LUP #LTE 397).
 - b) Lake Temagami Manitou Landing (LUP #LTE 397).
 - c) Municipal Office Parking Lot at 7 Lakeshore Drive.
 - d) Temagami Boat Launch/Hatchery Lot at 15 Lakeshore Drive.
 - e) Temagami North Arena – 100A Spruce Drive
 - f) Temagami Family Health Team and Medical Centre Building – O’Connor Drive
 - g) # 3 Wildflower Avenue



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
Regular Council Meeting

Resolution Number: 17-732

Title: Anita Hanke Parking in lots in town in winter months

Date: 12/15/2017

COPY

MOVED BY: C. Lowery

SECONDED BY: D. Burrows

BE IT RESOLVED THAT Council receive correspondence from Anita Hanke dated November 28, 2017 regarding Parking in lots in town in winter months; AND FURTHER THAT Council direct staff to clear and sign 4 spots for short term rental until the spring in the area beside the Busby property; AND FURTHER THAT Council authorize the rental of these spots at a rate of \$10.00 per per month per spot until the May long weekend, as a short term measure to address this situation; AND FURTHER THAT Council direct that the PPP committee and Public Works Committee review the issue of parking downtown and submit recommendations to Council for a long term solution.

ABSTAIN: 0

CARRIED

Declaration of Conflict of Interest:

A true copy of the resolution by the Council of the Municipality of Temagami



Corporation of the Municipality of Temagami

Memo No.
2019-M-008

Memorandum to Council

☒

Staff

☐

Committee

Subject:	COLA for non-grid positions
Agenda Date:	December 13, 2018
Attachments:	Temiskaming Municipal Association E4M Proposal for Integrity Commissioner Services

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami direct Staff to apply the 2% COLA adjustment previously approved for the wage grid to all rates of remuneration within the municipal structure.

INFORMATION

At the Council meeting of October 18, 2018, Council considered and passed resolution 18-394 stating

“BE IT RESOLVED That Council receive Memo 2018-M-063 regarding the impact of the minimum wage increase; AND FURTHER THAT Council approves a 2% increase for Cost of Living Assessment effective January 1, 2018 and make the necessary adjustments to wage rates on grid that remain below the minimum wage standard.”

There are also rate of remuneration that are do not appear on the wage grid, most notably for members of the Volunteer Fire Departments and Members of Council.

In order to ensure that all rates remain consistent, approval is sought to adjust these rates by the same percentage.

Moving forward we can develop a policy to ensure this is more automatic in the future.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-009

☒ **Staff**

☐ **Committee**

Subject: Council Representative for Temagami Non-Profit Housing

Agenda Date: December 13, 2018

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami appoint _____ as Council's representative to the Temagami Non-Profit Housing Corporation.

INFORMATION

Temagami Non-Profit Housing, as a requirement of their governing by-law, is to have at least one of their Board Members be a Municipal Council.

The term of this appointment would correspond with the term of Council.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator
Name, Position

Name, Position

On behalf of:
Name of committee if applicable



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-010



Staff



Committee

Subject: ONR Lease – Parking Lot Stevens Road

Agenda Date:

Attachments: Letter of resignation

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami receives Memorandum Number 2019-M-010 – ONR Lease – Parking Lot Stevens Road.

INFORMATION

At the end of October, 2018, the 5-year lease agreement we had with Ontario Northland Railway (ONR) allowing our use of the parking lot off Stevens Road which is on their property, expired. The last lease amount paid was \$1,433 per year. The lease offered by ONR for the period from November 1, 2018 to October 31, 2023 is \$1,600 per year. While percentage-wise this is an increase of a little over 11%, annually it is a budget increase of \$167.00.

There are other lands owned by ONR which we use or have use for. As such it may be prudent, if Council considers an annual payment of \$1,600 for the parking lot off Stevens Road to be reasonable, to accept this rate and build relationship capital as we work on the use of other ONR property.

There is a By-Law for Council's consideration later in this meeting that will, if enacted, approve the new lease agreement with ONR

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memo No.
2019-M-011

Memorandum to Council

☐

Staff

☒

Committee

Subject:

Terms of Reference for the Temagami Municipal Emergency Management Program Committee

Agenda Date:

December 13, 2018

Attachments:

RECOMMENDATION

That Council consider the following motion:

BE IT RESOLVED THAT Council receive Memo 2019-M-011 regarding the need for a Terms of Reference for the Temagami Emergency Management Program Committee,
AND FURTHER THAT council approve the Emergency Management Program Committee Terms of Reference as a schedule under the Emergency Management Program/Plan.

BACKGROUND

The Province's *Emergency Management and Civil Protection Act*, requires that Municipalities take certain measures to prepare for emergencies in their communities. The requirements under the Act include having Municipal emergency management programs and adopting Municipal emergency plans, which must be reviewed and exercised on a regular basis.

Section 9 of the Act requires, among other things, that an emergency plan shall establish a committee and designate employees to be responsible for reviewing the emergency plan. O. Reg 380/04, Section 11, states that "Every municipality shall have an emergency management program committee." and states the composition of the committee, which includes municipal employees and "such members of the council, as may be appointed by the council" and "such other persons as may be appointed by the council".

Temagami's Emergency Management Program Committee does not currently have a formal Terms of Reference that has been approved by council. The recommendation from our OFMEM field officer, and supported by the emergency management program committee is for council to establish a Terms of Reference for the committee. The emergency management program committee is recommending council approve the attached Terms of Reference for the committee as a schedule to the Emergency Management Program / Plan.

Prepared by:

Reviewed by:

Jim Sanderson,
Temagami Fire Chief / Alternate CEMC

**THE CORPORATION OF THE
MUNICIPALITY OF TEMAGAMI
Terms of Reference
Emergency Management Program Committee**

Mission:

To oversee the development, implementation and continuous improvement of the Town's Emergency Management (EM) Program.

Background:

The Community Emergency Management Program Committee was established on October 13th, 2005, in order to achieve compliance with the *Emergency Management and Civil Protection Act*. The committee membership was confirmed by Council, December, 2018, through approval of the Emergency Management Program Committee Terms of Reference.

The growth and changing demographics of the municipality, evolving risks and hazards, and changes to requirements issued by the Province of Ontario have driven changes to the committee objectives, composition and activities since then. This Terms of Reference reflects the efforts of the committee to keep the Municipality of Temagami in line with these changes while striving to continuously improve the EM program in line with best practices.

Objectives:

- Develop and continuously improve an emergency management program which conforms to legislation and includes the five core components namely: prevention, mitigation preparedness, response and recovery;
- To make provisions for the extraordinary arrangements and measures that may have to be taken to reduce impacts to public safety, the environment, property and the economy of the Municipality of Temagami that may occur as the result of an emergency;
- To facilitate communication between the Municipal Emergency Control Group and all Support Agencies; and
- To advise Council on the development and implementation of the EM Program

Composition:

Committee members shall include but not be limited to;

- | | |
|----------------------------------|----------------------------------|
| • CEMC/Designate (Chair); | • S. Poirier, EMS |
| • Senior Municipal Administrator | • D. Larochelle, Public Works |
| • Temagami Fire Chief | • M. Cummings, Building/By-Law |
| • Marten River Fire Chief | • Appointed Municipal Councillor |

Other subject matter experts the committee may call upon as required in the development and continuous improvement of the program include representative from:

- | | |
|-----------------------------------|-----------------------------|
| • OPP | • Health Unit |
| • Health & Social Services/ DSSAB | • Evacuations Coordinator |
| • Communications officers | • MNRF |
| • Community Services | • Ontario Northland Railway |

Terms of Office:

One Councillor will be appointed by Council for each term of the Council after the Municipal Election to sit on the Committee. Each year of the four (4) year term the Mayor and the appointed Deputy Mayor may sit on the Committee.

Quorum:

A quorum shall consist of *50 percent plus 1*, of the voting members who are from the Municipality of Temagami Council and Staff.

Motions:

Decisions made during Emergency Management Program Committee meetings are by making a motion, having it seconded and having it voted on and passed by the committee.

Meetings of the Committee shall be governed by Procedural By-law, Legislation, and Robert's Rules of Order

Chair:

The CEMC is appointed as the chairperson of the Emergency Management Program Committee. In the absence of the CEMC at a given meeting the alternate CEMC will be the chairperson for that meeting.

The Committee Chair shall be responsible for:

- Establishing a regular meeting schedule
- Preparation of meeting agendas and minutes of meetings
- Facilitate meetings
- Ensure completion of tasks by Committee members

Role of Members

The members of the Emergency Management Program Committee shall:

- Attend regular meetings as scheduled and additional meetings as time permits
- Participate in discussion and planning and share in the workload of the Committee
- Provide expertise in their professional area of responsibility
- Provide regrets to the Chairperson if unable to attend
- Declare any Conflict of Interest in accordance with the Municipal Conflict of Interest Act and exclude themselves from any discussion and or voting where such a conflict exists or may exist

Sub-Committee:

The Emergency Management Program Committee may from time to time appoint a sub-committee from the Emergency Management Program Committee members for specific purposes. The sub-committee will report back to the Emergency Management Program Committee by a spokesperson or written summary

Reporting to the Municipal Council:

The Emergency Management Program Committee shall report to Council:

- 1) Through the minutes of the meetings;
or
- 2) As deemed necessary by the Committee for submission.

Frequency of Meetings:

The meetings of the Committee shall consist of four (4) per year or at the call of the Chair.

Closed Sessions:

Due to the nature of activity, portions of a meeting may be closed from time to time.

Conflicts of Interest:

Members shall abide by the rules outlined within the Municipal Conflict of Interest Act and shall disclose the pecuniary interest to the Chair in the public agenda and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Meetings:

The Committee shall hold a minimum of three (3) meetings per calendar year.

Errors/Omissions:

The accidental omission to give notice of any meeting of the Committee to its members, or the non-receipt of any notice by any member, or any error in any notice that does not affect its substance, does not invalidate any resolution passed or any proceedings taken at the meeting. Any member of the Committee may at any time waive notice of any meeting.

Meeting Attendance:

Missed meetings will be referred to the appropriate departmental director.

Budget:

Funds for the Emergency Management Program are included in the budget for Emergency Planning. Budget submission shall be prepared by the program committee; forwarded to the Protection to persons and Property committee for review and submission to General Government and Finance committee.

Program training, including training identified by the program committee, shall be a municipal responsibility and is to be included in the municipal budget.

Activities and Responsibilities:

1. Develop, implement and maintain an emergency plan as required by section 3 (1) of The *Emergency Management and Civil Protection Act*.
2. Provide training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities.

Training shall meet the training requirements as set out in Guidance Note 2018-01-01. A risk-based exercise shall be delivered annually to the Municipal Emergency Control Group and support agencies that would assist during an emergency similar to the planned exercise.

3. Provide public education on risks to public safety and on public preparedness for emergencies.
4. Conduct an annual review of the Hazard Identification and Risk Assessment (HIRA) and make recommendations for any changes
5. Conduct an annual review of the Critical Infrastructure List, noting key infrastructure required to maintain a continuity of operations within the municipality, and make recommendations for any changes.
6. Address any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 7.
7. Conduct an annual review of the emergency management program and make recommendations for revisions as necessary as per legislation.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-012

☒ Staff
☐ Committee

Subject: OGRA Board of Directors

Agenda Date:

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami support the nomination of Craig Davidson to the Board of Directors for the Ontario Good Roads Association;

AND FURTHER THAT the Mayor and the Deputy Mayor be authorized to sign the nomination paper in this regard.

INFORMATION

The Ontario Good Roads Association is governed by a fifteen (15) member Board of Directors with representation spread throughout the Province by zone with membership being split between elected and appointed officials.

A call for nominations was issued which noted a vacancy in the Northern Zone.

I would like to let my name stand for consideration

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-014

☒ Staff
☐ Committee

Subject: Waste Management Master Plan

Agenda Date:

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami direct Staff to issue an RFP for a qualified individual or firm to complete a Waste Management Master Plan;

AND FURTHER THAT the \$30,000 included in the 2018 be placed in reserve to complete this project in 2019.

INFORMATION

The 2018 included an allocation for a Waste Management Master Plan. This project has yet to be started. Issuing a Request for Proposal for this project is the first step to ensuring we are maximizing our efficiencies in the area of Waste Management in the Municipality.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-015

☒ **Staff**
☐ **Committee**

Subject: Waste Management Master Plan

Agenda Date:

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami transfer to reserves budgeted funds for capital projects not completed in 2018;

AND FURTHER THAT any surplus funds at the end of the year be transferred to reserves with reserve account allocations to be reviewed as part of the budget process in 2019.

INFORMATION

There are a few capital items that were not completed in 2018. Some are due to the timing of the budget approval and the staffing situation that existed in the first half of the year. Most notably these are:

Project	Budget
Asset Management Update	\$ 15,000
Welcome Centre HVAC	\$ 90,000
Energy Audit	\$ 50,000
Official Plan Review	\$ 94,230
Industrial Park Upgrade	\$ 18,000
Community Improvement Plan	\$ 10,000

As well, the Mainstreet fund from AMO (\$38,355) was not spent. This fund is not considered revenue until the money has been spent. We have until March 31, 2020 to spend these funds.

Previous Council had established a policy where surplus funds are transferred to reserves. While the amount above can be transferred to specific projects, general surplus funds are transferred to an operating reserve. Most reserves held by the Municipality are discretionary. Council should review these allocations on an annual basis to ensure the future interest of the Municipality are well served by our reserve allocations. It is expected this will occur as part of the 2019 budget process.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator
Name, Position

Name, Position

On behalf of:

Name of committee if applicable

MEMO

KITCHENER
WOODBRIDGE
LONDON
KINGSTON
BARRIE
BURLINGTON

To:	Tammy Lepage, Planning Assistant Craig Davidson, CAO MUNICIPALITY OF TEMAGAMI
From:	Jamie Robinson
Date:	November 28, 2018
Subject:	Cannabis Retail Stores under the Cannabis Licence Act

Recreational cannabis was legalized by the Federal Government on October 17, 2018. The Cannabis Act creates the legal framework for controlling the production, distribution, sale and possession of cannabis across Canada.

On October 17, 2018, the Ontario Government passed Bill 36, the Cannabis Statute Law Amendment Act, 2018 and this legislation also enacted the Cannabis Licence Act, 2018.

The purpose of this memorandum is to provide information to the Municipality of Temagami, highlighting a specific deadline under the Cannabis Licence Act relating to a local municipality's ability to opt out of permitting cannabis retail stores in their communities; the deadline being January 22, 2019.

For your consideration, we provide the following information regarding the licensing of Cannabis Retail Stores under the Cannabis Licence Act, 2018:

- Cannabis Retail Facilities are regulated and licensed by the Alcohol and Gaming Commission of Ontario (AGCO).
- Currently only online sales of cannabis are permitted through the Ontario Cannabis Retail Corporation. As of April 1, 2019 brick and mortar retail stores will be permitted in Ontario to purchase products.
- Municipalities do not have the authority to pass by-laws that:
 - Regulate business licensing of Cannabis Retail Stores (Cannabis Licence Act, 2018 s.42 (1)). This is handled by the Province.
 - Regulate the location of retail stores (Cannabis Licence Act, 2018 s.42 (2)). Furthermore, any by-law that has been passed to regulate the location of a retail store, has no effect to the extent that it conflicts with s. 42(2).

- There is currently no cap on the number of physical retail stores to be permitted in a municipality.
- **Municipalities have a 'one-time' opportunity to prohibit cannabis retail stores from being located within the municipality. This is known as 'opting-out' and must be passed by Council resolution no later than January 22, 2019.**
- If a Council resolution is not passed by January 22, 2019, it will be assumed by the Province that the Municipality does not prohibit cannabis retail stores from being located within the municipality.
- Furthermore, municipalities that have chosen to prohibit cannabis retail stores from being located within the municipality, are permitted to later lift the prohibition and permit cannabis retail stores to be located within the municipality. This is known as 'opting-in' and must be passed by Council resolution. At this time, there is no deadline to opt back in, however, once passed, this decision cannot be reversed.
- ACGO automatically refuses any licence applications for proposed cannabis retail stores in municipalities that have opted-out.
- Municipalities that have not 'opted-out' will receive notice from the AGCO of an application for a licence for a cannabis retail store. Municipalities and residents then have 15 days to make written submissions to the AGCO about whether issuance of the retail store authorization is in the public interest.

We would suggest that staff bring a report for Council's consideration providing information about whether there is a desire to opt-out. Given the January 22, 2019 cut-off date, we would recommend that this be brought to Council as soon as possible.

Should you have any questions or if we can provide any further assistance, please do not hesitate to call.

I can be reached at 705-728-0045 x 222



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019 -M- 016



Staff



Committee

Subject:	2011 Backhoe/loader
Agenda Date:	December 13, 2018
Attachments:	Email- Field Service Technician , Toromont Cat Quote, Case Quote

This memorandum is for information purposes only



To be received for information

INFORMATION

The Public Works Department was clearing snow with our 2011 backhoe/loader on Friday November 16, 2018 when it made a loud noise and the engine started knocking and smoking. We shut the engine down immediately and checked all fluids and everything was good. I contacted Cat promptly.

The mechanic from Cat arrived on Monday November 19, 2018 at 8: 00 am. After taking apart the top part of the engine, it was discovered that the turbo shaft broke and pieces of it went through the intake of the engine and into all four pistons. In speaking with the mechanic it was recommended that we put a new engine in it due to the cost of rebuilding the old one. The cylinder heads, valves and valve guides have not been evaluated yet. Currently our loader has 5, 870 hours.

Public Works was hoping to allocate money in our 2019 budget to rebuild the front pins on the loader because of wear at a cost of \$10,000.

The Public Works Department uses this piece of equipment every day for various jobs. This unit is a very crucial to the daily operation for the municipality such as clearing sidewalks, parking lots, loading sand, snow, materials for all construction jobs, water and sewer breaks etc.

For now, we have rented a backhoe/loader from a local contractor for a few weeks until Council makes a decision on what we are going to doing with our backhoe/loader.

Repair Cost:

Engine rebuild	\$17,567.19
Engine core (should the core be damaged not yet determined)	\$3,944.23
Total estimate	\$21,511.42

- * This estimate does not include labour and installation.
- * This estimate does not include the \$10,000 for the front-end work.
- * Should Council decide to have this work completed we would still have a backhoe/loader with no warranty.

Quotes for a new Backhoe/Loader:

Toromont Cat - 420F2/420F2 IT backhoe/loader	\$154,611.02
Snow Plow Blade	\$12,500.00
Trade Allowance	(\$30,000.00)
Warranty included	
Total – does not include HST	\$137,111.02

Case - 580 SN WT 4WD backhoe/loader - does not include HST	\$ 138,540.00
*Does not include trade in (needs to be evaluated)	

FINANCIAL/STAFFING IMPLICATIONS

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

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

Prepared by:

Reviewed by:

Barry Turcotte, Public Works Superintendent

420F2/420F2 IT

Backhoe Loaders



Engine

Engine Model	Cat® C4.4 ACERT™	
Rated Net Power – SAE J1349	69 kW	93 hp
Rated Net Power – ISO 9249	70 kW	94 hp

Weights

Operating Weight – Minimum	7726 kg	17,033 lb
Operating Weight – Maximum (ROPS Capacity)	11 000 kg	24,251 lb

Backhoe

Dig Depth – Standard	4360 mm	14'4"
Dig Depth – E-Stick Extended	5441 mm	17'11"

Features

All New Operator Station

Built with the operator in mind, the new F2 Backhoe Loader cab provides additional machine control at the operator's fingertips, with differential lock and auxiliary functions on the loader joystick. Adjustable steering column as well as adjustable seat and hoe pod controls provide additional operator comfort.

Industry Leading Hydraulic Technology

Electronically controlled load sensing piston pump provides optimum response for loader and hoe productivity. New programmable auxiliary flow allows the machine to work more efficiently with work tool attachments.

Economy Mode

New technology allows the F2 Backhoe Loader to save fuel while maintaining performance in applications such as trenching, lifting and truck loading. Zero reduction in performance means increased efficiency on the job site.

Greater Versatility

Quick and easy attachment changing provides increased versatility and the ability to match the correct tool to the job application. The hydraulic backhoe coupler allows for a tool change without exiting the operation station. The loader hydraulic coupler, standard on the Integrated Toolcarrier (IT) Backhoe Loader, provides additional options for loader applications.

Superior Power and Performance

Industry leading structural design and hydraulics mean greater lifting power and breakout forces. Machine aggressiveness delivers outstanding productivity in the toughest applications.

Contents

Operator Station.....4

Power Train.....6

Advanced Hydraulics.....7

Backhoe Performance.....8

Loader Performance.....8

Work Tools.....9

Serviceability.....10

Customer Support.....10

Specifications.....11

Standard Equipment.....23

Optional Equipment.....24

Notes.....25





Experience the Backhoe Loader designed around customer feedback. The Cat 420F2 Backhoe Loader puts all the machine controls at the operator's fingertips. Operate all auxiliary controls with thumb rollers. Move from job site to job site quickly and smoothly with the additional 6th gear on the autoshift transmission and optional lock-up torque converter.

Operator Station

A cab designed for maximum comfort and productivity.



Joystick Controls

Cat Backhoe Loader joysticks are economically designed to provide precise control with low effort. Loader control levers on both the Single Tilt and Integrated Toolcarrier models offer a thumb roller for any 3rd function auxiliary. The differential lock control is newly located on the loader control to bring controllability to the operator's fingertips. New on the IT model is the forward, neutral, reverse control switch.



Unmatched Comfort

The ergonomic, automotive style operator station helps you work comfortably and productively all day long. Choose the configuration that meets your needs – Canopy, Cab Deluxe or Cab Deluxe with Air Conditioning. Other features include:

- Adjustable air suspension seat
- Tilt and telescoping steering column
- Excellent visibility over hood and up to bucket dump
- Pantograph windshield wiper
- Large front windshield screen
- Large LCD gauge cluster screen
- Ample legroom
- Optional heated seat
- Differential lock button on loader lever
- Large opening windows
- Solid roof cab
- LED brake lights
- Heated seat (optional)

Ride Control

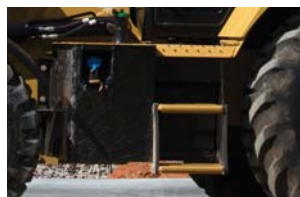
The optional Ride Control System smoothes the ride in all conditions, including load and carry, highway roading or simply moving around the job site. The result can be increased operator comfort, potentially reducing operator fatigue, and improved material retention.

Pattern Selector

The pattern selector switch, located in the cab, lets you change from an excavator to a backhoe control pattern simply by pressing a button. This lets you use the pattern you are most comfortable with so you can be more productive.

Premium Gauge Cluster

Bright and large LCD screen makes it easy to monitor machine operation and settings. LED indicator lights and audible alarms allow the machine to clearly communicate with the operator.



Safety Getting in and out of the Cab

New longer grab handles and ergonomic step placement makes it easy to maintain three points of contact when getting in and out of the cab.



Power Train

Always built for performance, power and efficiency.

Cat Engine

The Cat C4.4 ACERT engine operates quietly while delivering performance and durability. The engine meets U.S. EPA Tier 4 Final emission standards. Engine features includes:

- Selective catalytic reduction
- Diesel oxidation catalyst
- Diesel exhaust fluid with system purge
- Limited operator interaction

Transmission

The standard power shuttle transmission provides four speeds forward and reverse. Hydraulically shifted clutches allow on-the-go direction and travel speed shifts. The optional auto-shift transmission matches gear with grade and load conditions. Now with six forward and reverse speeds, the machine can reach top speeds smoothly and quickly.

- The new optional lock-up torque converter, offered on the autoshift transmission, improves fuel efficiency up to 20% over the standard six gear autoshift. The lock-up torque converter also improves roading for long distances and with uphill climbs.
- Hydraulic proportional control valves deliver smooth speed and directional shifts.
- Four Wheel Drive option improves mobility and loader performance in poor underfoot conditions and can be activated on-the-go.
- Maximum roading speed of 40 km/h (25 mph) improves travel time between job sites.

Brake Mode Selector

Brake mode selector switch has three positions: two wheel drive, two wheel drive with all wheel braking and four wheel drive. Two wheel drive with all wheel braking provides better tire life while roading and engages the front axle when brakes are applied for improved braking performance. Brake mode selector is included in the 4WD package.



Advanced Hydraulics

Matching system power to job site demands.

Load Sensing Hydraulics

Closed center hydraulic system matches pressure and flow to application demand. Whether you're in full trenching mode or digging around delicate services, you remain in control. In applications such as production trenching where speed is important, the system will provide the flow needed to get the job done quickly and efficiently. The load sensing hydraulic system provides:

- Better fuel efficiency
- Electronically controlled
- Quieter operation
- Reduced component wear
- Cooler hydraulic temperatures
- Full forces at any engine speed

Flow Sharing Valves

Specifically tuned hydraulic valves allows for the multifunction of hydraulic components, without machine manipulation. Hydraulic fluid is shared between implements so that operation isn't interrupted.

Hydraulic Lines

Combination two way and one way flow hydraulic lines add versatility to the machine. By simply changing the lever position, the machine can efficiently run either style hydro mechanical tool.

Economy Mode

Cat Backhoe Loaders are able to reduce engine speed to 1,900 rpm while maintaining superior hydraulic power and performance.



Backhoe Performance

Superior digging forces.

Loader Performance

Powerful front loader.

Front loader arms deliver more reach, dump height and breakout. Choose the loader linkage that suits your application:

Powerful Single Tilt Loader Linkage

- Delivers strong lift and breakout forces for a solid performance in backfilling and truck loading applications with pin-on buckets.
- Optional third function hydraulics are now operated by an ergonomically designed thumb roller.
- The operator can now engage the differential lock with a press of a button on the loader lever for added machine control.

Integrated Toolcarrier (IT) loader linkage (optional) provides high breakout forces with parallel lift for efficient loading and material handling:

- The versatile integrated toolcarrier comes with a standard hydraulic quick coupler and can use a wide range of Cat Work Tools for a variety of applications.
- The single lever IT loader control provides fine modulation of hydraulic work tools. A thumb roller operates auxiliary hydraulic functions on work tools such as multi purpose buckets, brooms and other attachments.
- The IT loader lever provides additional machine control by offering the Forward, Neutral and Reverse control switch at the operator's fingertips.

Boom

The excavator-style boom is built for optimum performance and durability. The curved design provides added clearance when digging over obstacles or loading trucks. The narrow boom enhances the viewing area to the bucket and the trench throughout the operating range. More robust swing casting and double clevis design improves durability and reliability.

Stick

Serrated edges on the stick provide improved material clamping for clearing and demolition applications. The optional extendible stick (E-stick) increases reach and dig depth by approximately 1.2 m (4 ft).

Programmable Auxiliary Flow Control

- Three auxiliary settings for two auxiliary functions
- Accessed through the gauge cluster, operators can match the hydraulic flow of the machine to a work tool attachment

Thumbs

Thumb mounting provisions are standard on every Cat Backhoe Loader for added machine versatility. Cat hydraulic thumbs are available for even greater versatility. Mechanical thumbs are also available through your Cat dealer.



Work Tools

Do more jobs with one machine.



Backhoe Work Tools

Increase the versatility of your machine with the large selection of backhoe attachments:

- Buckets – Standard Duty, Heavy Duty, Heavy Duty Rock, Soil Excavation, Coral and Ditch Cleaning
- Cold Planers
- Hammers
- Augers
- Rippers
- Thumbs (mechanical and hydraulic)
- Vibratory Plate Compactors
- Quick Couplers



Loader Work Tools

A wide range of loader attachments is available including:

- Buckets – General Purpose, Multi Purpose, Side Dump and Light Material
- Angle Blades
- Brooms
- Rakes
- Forks
- Material Handling Arms
- Snow Plows



IT Loader Quick Coupler

The quick coupler allows fast and easy connection to work tools. Mechanical work tools can be changed in less than 30 seconds from the comfort of the operator station.

Backhoe Quick Coupler

Manual or hydraulic backhoe couplers make rear tool exchange quick and easy. New Cat dual lock coupler has a self-adjusting wedge design to ensure a tight fit. It also features a safety lock that automatically engages.

Serviceability

Easy maintenance helps keep your machine working.



Minimize Your Downtime

Convenient service features make maintenance easy, reducing your downtime:

- Hinged cooling pack provides easy access
- Tilt up hood provides easy, convenient access to all engine check points
- Engine side panels remove easily without the use of tools
- Cat Product Link™ system (optional) provides remote reporting of machine location and operating system parameters

Customer Support

Unmatched support makes the difference.

Renowned Dealer Support

From helping you choose the right machine to knowledgeable ongoing support, Cat dealers provide the best in sales and service.

- Preventive maintenance programs and guaranteed maintenance contracts
- Best-in-class parts availability
- Operator training to help boost your profits
- Genuine Cat Remanufactured parts



Engine

Engine Model	Cat C4.4 ACERT	
Gross Power		
SAE J1995	76 kW	102 hp
ISO 14396	74 kW	100 hp
Rated Net Power @ 2,200 rpm		
SAE J1349	69 kW	93 hp
ISO 9249	70 kW	94 hp
EEC 80/1269	70 kW	94 hp
Net Peak Power @ 1,800 rpm		
SAE J1349	78 kW	105 hp
ISO 9249	79 kW	106 hp
EEC 80/1269	79 kW	106 hp
Bore	105 mm	4.13 in
Stroke	127 mm	5 in
Displacement	4.4 L	268 in ³
Net Torque Rise @ 1,400 rpm – SAE J1349	46%	
Net Peak Torque @ 1,400 rpm	436 N·m	322 lb-ft

- Engine meets Tier 4 Final emission standards.
- Net power ratings apply at 2,200 rpm when tested under the specified conditions for the specified standard.
- Net power advertised is the power available at the flywheel when the engine is equipped with fan, air cleaner, muffler and alternator.
- Based on standard air conditions of 25° C (77° F) and 99 kPa (29.32 in) in dry barometer.
- Used 35° API gravity fuel having an LHV of 42 780 kJ/kg (18,390 BTU/lb) when used at 30° C (89° F) (reference a fuel density of 838.9 g/L [7.001 lb/gal]).
- No derating required up to 3000 m (9,843 ft).
- Net torque rise meets SAE J1349.
- Net peak power ratings apply at conditions specified above.

Transmission

Power Shuttle Transmission – Standard

Forward – 1st	5.4 km/h	3.4 mph
Forward – 2nd	9.0 km/h	5.6 mph
Forward – 3rd	21 km/h	13 mph
Forward – 4th	40 km/h	25 mph
Reverse – 1st	5.4 km/h	3.4 mph
Reverse – 2nd	9.0 km/h	5.6 mph
Reverse – 3rd	21 km/h	13 mph
Reverse – 4th	40 km/h	25 mph

AutoShift Transmission – Optional

Forward – 1st	5.8 km/h	3.6 mph
Forward – 2nd	9.3 km/h	5.7 mph
Forward – 3rd	12 km/h	7 mph
Forward – 4th	19 km/h	12 mph
Forward – 5th	26 km/h	16 mph
Forward – 6th	40 km/h	25 mph
Reverse – 1st	5.8 km/h	3.6 mph
Reverse – 2nd	12 km/h	7.6 mph
Reverse – 3rd	28 km/h	17 mph

AutoShift Transmission with Lock-up Torque Converter – Optional

Forward – 1st	5.8 km/h	3.6 mph
Forward – 2nd	9.3 km/h	5.7 mph
Forward – 3rd	12 km/h	7 mph
Forward – 4th	19 km/h	12 mph
Forward – 5th	23 km/h	14 mph
Forward – 5th LUC	25 km/h	15 mph
Forward – 6th	40 km/h	25 mph
Forward – 6th LUC	40 km/h	25 mph
Reverse – 1st	5.8 km/h	3.6 mph
Reverse – 2nd	12 km/h	7.6 mph
Reverse – 3rd	28 km/h	17 mph

- AutoShift automatically shifts between second gear and highest selected gear.
- Forward/reverse electric power shuttle is controlled by a conveniently placed, hand operated lever that provides instant direction changes between forward and reverse through power hydraulic clutches.
- Torque converter free-wheel clutch allows the converter stator to free-wheel during high speed, low torque conditions such as roading.
- Single-stage, 2.63:1 stall ratio.
- Travel speeds of two wheel drive backhoe loader at full throttle when equipped with 19.5 × 24 rear tires.

420F2/420F2 IT Specifications

Weights*

Operating Weight – Minimum	7726 kg	17,033 lb
Operating Weight – Maximum (ROPS Capacity)	11 000 kg	24,251 lb
Cab, ROPS/FOPS	163 kg	359 lb
AutoShift Transmission	238 kg	525 lb
Ride Control	14 kg	31 lb
Air Conditioning	42 kg	93 lb
Four Wheel Drive	165 kg	364 lb
MP Bucket (1.0 m³/1.3 yd³) (no forks or teeth)	745 kg	1,642 lb
Loader, IT with Quick Coupler	317 kg	699 lb
Extendible Stick	305 kg	672 lb
Counterweights (Option 1)	115 kg	255 lb
Counterweights (Option 2)	240 kg	530 lb
Counterweights (Option 3)	460 kg	1,015 lb

* Specifications shown are for machine equipped with 0.96 m³ (1.25 yd³) general purpose loader bucket, 610 mm (24 in) heavy duty backhoe bucket, 115 kg (255 lb) counterweight, 80 kg (176 lb) operator and full fuel tank.

Steering

Type	Front Wheel	
Power Steering	Hydrostatic	
Bore	65 mm	2.6 in
Stroke	120 mm	4.7 in
Rod Diameter	36 mm	1.4 in
Axle Oscillation	11°	
Turning Circle – 2WD/4WD (inner wheel not braked)		
Outside, Front Wheels	8.18 m	26'10"
Outside, Widest Loading Bucket	10.97 m	36'0"

Axle Ratings

Front Axle, 2WD		
Static	22 964 kg	50,582 lb
Dynamic	9186 kg	20,233 lb
Front Axle, 4WD		
Static	22 964 kg	50,582 lb
Dynamic	9186 kg	20,233 lb
Rear Axle		
Static	22 964 kg	50,582 lb
Dynamic	9186 kg	20,233 lb
Axle Oscillation	10 Degrees	

- 4WD and 2WD axles are pendulum mounted and permanently sealed and lubricated, requiring no daily maintenance. Also features double-acting steering cylinder with 52° steering angle for increased maneuverability.

Hydraulic System

Type	Closed Center	
Pump Type	Variable Flow, Axial Piston	
Pump Capacity @ 2,200 rpm	163 L/min	43 gal/min
System Pressure – Backhoe	25 000 kPa	3,600 psi
System Pressure – Loader	25 000 kPa	3,600 psi

Service Refill Capacities

Cooling System with Air Conditioning	22.5 L	5.9 gal
Fuel Tank	160 L	42 gal
Diesel Exhaust Fluid*	19 L	5.0 gal
Engine Oil with Filter	8.8 L	2.3 gal
Transmission – Power Shuttle		
2WD	15.0 L	4.0 gal
4WD	15.0 L	4.0 gal
Transmission – AutoShift		
4WD	19.0 L	5.0 gal
Rear Axle	16.5 L	4.4 gal
Planetaries	1.7 L	0.4 gal
Front Axle (4WD)	11.0 L	2.9 gal
Planetaries	0.7 L	0.2 gal
Hydraulic System	95.0 L	25.1 gal
Hydraulic Tank	40.0 L	10.6 gal

- * Must meet the requirements outlined in ISO 22241.
- Requires ultra-low sulfur fuel <= 15 ppm fuel sulfur.

Tires

Choices listed as combination of front/rear tires:

- Front: 11L-16 (12 ply) F-3/Rear: 19.5L-24 (12 ply) R4 ATU
- Front: 12.5/80-18 (12 ply) 1-3/Rear: 19.5L-24 (12 ply) ATU
- Front: 12.5/80-18 NHS (12 ply) 1-3/Rear: 21L-24 (16 ply) R4 ATU
- Front: 340/80R 18/Rear: 19.5L-24 (12 ply) R4 ATU
- Front: 340/80R 18/Rear: 500/70R 24 RT

Standards

Brakes	SAE J/ISO 3450; ISO 3450 1996
Cab – ROPS	SAE J1040 MAY94; ISO 3741 1994
Cab – FOPS	SAE J/ISO 3449 APR98 LEVEL II and ISO 3449: 1992 LEVEL II
Cab – Sound	ANSI/SAE J1166 OCT98 is 79 dB(A)
Exterior Sound	SAE J188 JUN86 is 76 dB(A)

Engine Features

- Regeneration is passive and does not require any input from the operator or disrupt work.
- Three-ring pistons made of lightweight, silicon/aluminum alloy for strength and maximum thermal conductivity.
- Forged chrome/molybdenum-steel crankshaft with crankshaft with either induction hardened or nitrocarburized journals.
- Front and rear crankshaft oil seals are “lip” type Viton and PTFE designs featuring an integral dust lip.
- Heat resistant, silicone-chrome steel intake and STELLITE-faced exhaust valves provide long life.
- Cylinder block is high strength, cast iron alloy of deep skirt, monobloc design for increased strength and long life.
- Cylinder head is high strength, cast iron alloy construction with extra duty wall and deck thickness. Intake and exhaust ports are precision cast to promote optimum gas flow.
- Direct injection fuel system provides accurate fuel delivery; remote mounted electric lift pump improves serviceability.
- Dry-type axial seal air cleaner with integral precleaner, automatic dust ejection system, and filter condition indicator.
- Direct electric, 12-volt starting and charging system with 880 CCA Group 31 maintenance free battery.
- Standard glow plug starting aid system for efficient cold weather starting.
- High contact ratio/gear train, peripheral fixed isolation top cover and open deck block design reduce bare engine noise.
- Higher low end torque for better engine/machine performance.
- Engine is equipped with electric fuel priming pump.

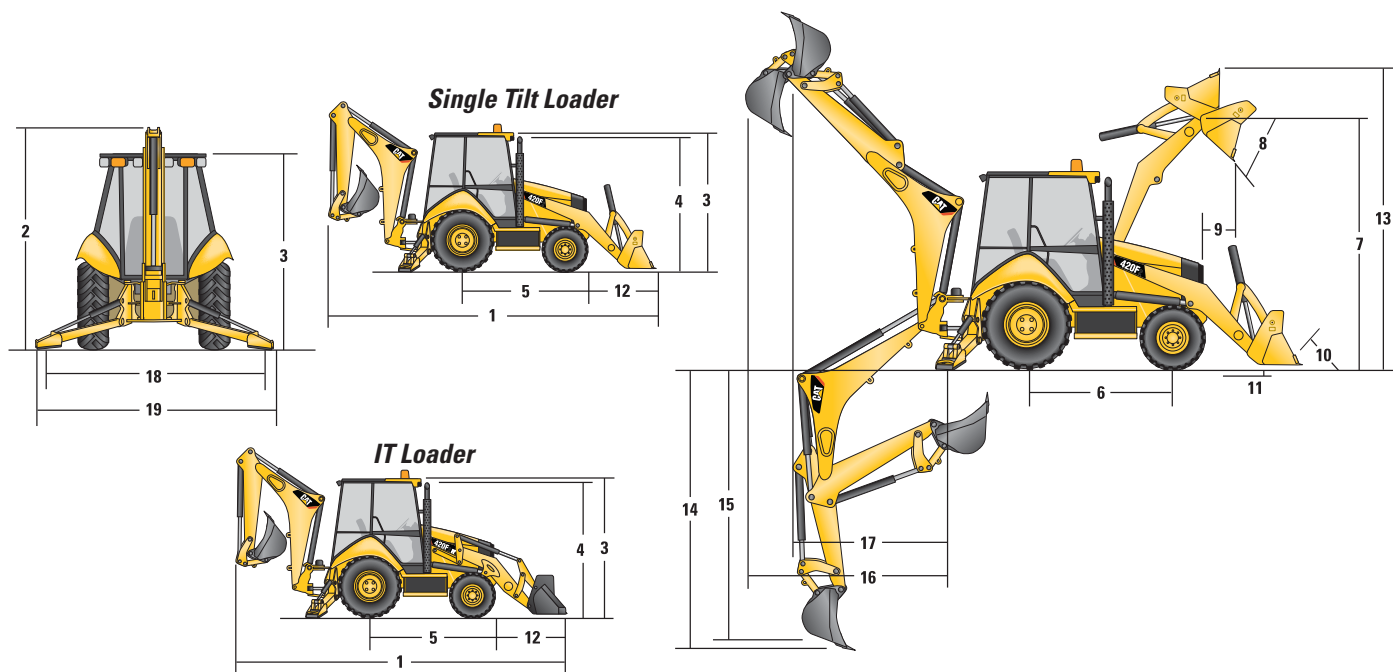
Brakes

Features:

- Brakes meet the following standards: SAE J1473 and ISO 3450 requirements.
- Self-adjusting, completely enclosed and sealed.
- Foot operated brake pedals can be interlocked for roading.
- Parking/secondary brakes are independent of the service brake system. Parking brake is mechanically applied through an adjustable hand lever located on the right console.

420F2/420F2 IT Specifications

Machine Dimensions

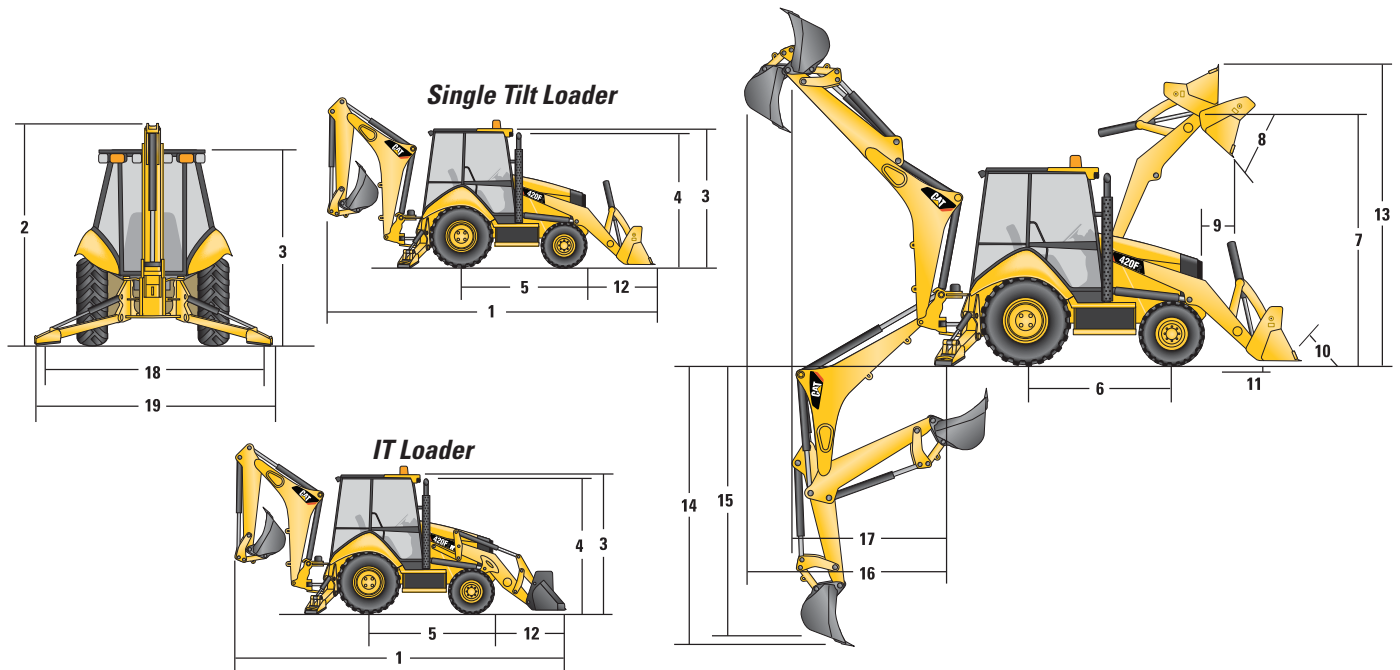


Single Tilt Loader

	General Purpose (0.96 m ³ /1.25 yd ³)		General Purpose (1.0 m ³ /1.31 yd ³)		General Purpose (1.1 m ³ /1.4 yd ³)		Multi Purpose (1.0 m ³ /1.31 yd ³)		Multi Purpose (1.1 m ³ /1.4 yd ³)	
1 Overall Transport Length	7169 mm	23'6"	7136 mm	23'5"	7208 mm	23'8"	7133 mm	23'5"	7133 mm	23'5"
Overall Length (loader on ground)	7141 mm	23'5"	7096 mm	23'3"	7161 mm	23'6"	7059 mm	23'2"	7059 mm	23'2"
2 Overall Transport Height – Standard Stick	3577 mm	11'9"	3577 mm	11'9"	3577 mm	11'9"	3577 mm	11'9"	3577 mm	11'9"
Overall Transport Height – Extendible Stick	3631 mm	11'11"	3631 mm	11'11"	3631 mm	11'11"	3631 mm	11'11"	3631 mm	11'11"
Overall Width	2322 mm	7'7"	2322 mm	7'7"	2322 mm	7'7"	2322 mm	7'7"	2322 mm	7'7"
3 Height to Top of Cab/Canopy	2819 mm	9'3"	2819 mm	9'3"	2819 mm	9'3"	2819 mm	9'3"	2819 mm	9'3"
4 Height to Top of Exhaust Stack	2744 mm	9'0"	2744 mm	9'0"	2744 mm	9'0"	2744 mm	9'0"	2744 mm	9'0"
Height to Loader Hinge Pin (transport)	381 mm	1'3"	381 mm	1'3"	297 mm	1'0"	432 mm	1'5"	432 mm	1'5"
Ground Clearance (minimum)	294 mm	1'0"	294 mm	1'0"	294 mm	1'0"	294 mm	1'0"	294 mm	1'0"
5 Rear Axle Centerline to Front Grill	2705 mm	8'10"	2705 mm	8'10"	2705 mm	8'10"	2705 mm	8'10"	2705 mm	8'10"
Front Wheel Tread Gauge	1895 mm	6'3"	1895 mm	6'3"	1895 mm	6'3"	1895 mm	6'3"	1895 mm	6'3"
Rear Wheel Tread Gauge	1714 mm	5'7"	1714 mm	5'7"	1714 mm	5'7"	1714 mm	5'7"	1714 mm	5'7"
6 Wheelbase 2WD/AWD	2200 mm	7'3"	2200 mm	7'3"	2200 mm	7'3"	2200 mm	7'3"	2200 mm	7'3"

Dimensions and performance specifications shown are for machines equipped with 12.5/80-18 SGL front tires, 19.5L-24 IT525 rear tires, ROPS canopy, standard stick with 610 mm (24 in) standard duty bucket, 0.96 m³ (1.25 yd³) loader bucket and standard equipment unless otherwise specified.

Machine Dimensions



IT Loader with Quick Coupler

	General Purpose (0.96 m ³ /1.25 yd ³)		General Purpose (1.15 m ³ /1.5 yd ³)		Multi Purpose (1.0 m ³ /1.31 yd ³)	
1 Overall Transport Length	7282 mm	23'11"	7279 mm	23'11"	7211 mm	23'8"
Overall Length (loader on ground)	7289 mm	23'11"	7287 mm	23'11"	7197 mm	23'7"
2 Overall Transport Height – Standard Stick	3577 mm	11'9"	3577 mm	11'9"	3577 mm	11'9"
Overall Transport Height – Extendible Stick	3631 mm	11'11"	3631 mm	11'11"	3631 mm	11'11"
Overall Width	2322 mm	7'7"	2322 mm	7'7"	2322 mm	7'7"
3 Height to Top of Cab/Canopy	2819 mm	9'3"	2819 mm	9'3"	2819 mm	9'3"
4 Height to Top of Exhaust Stack	2744 mm	9'0"	2744 mm	9'0"	2744 mm	9'0"
Height to Loader Hinge Pin (transport)	396 mm	1'4"	391 mm	1'3"	386 mm	1'3"
Ground Clearance (minimum)	294 mm	1'0"	294 mm	1'0"	294 mm	1'0"
5 Rear Axle Centerline to Front Grill	2705 mm	8'10"	2705 mm	8'10"	2705 mm	8'10"
Front Wheel Tread Gauge	1895 mm	6'3"	1895 mm	6'3"	1895 mm	6'3"
Rear Wheel Tread Gauge	1714 mm	5'7"	1714 mm	5'7"	1714 mm	5'7"
6 Wheelbase 2WD/AWD	2200 mm	7'3"	2200 mm	7'3"	2200 mm	7'3"

Dimensions and performance specifications shown are for machines equipped with 12.5/80-18 SGL front tires, 19.5L-24 IT525 rear tires, ROPS canopy, standard stick with 610 mm (24 in) standard duty bucket, 0.96 m³ (1.25 yd³) loader bucket and standard equipment unless otherwise specified.

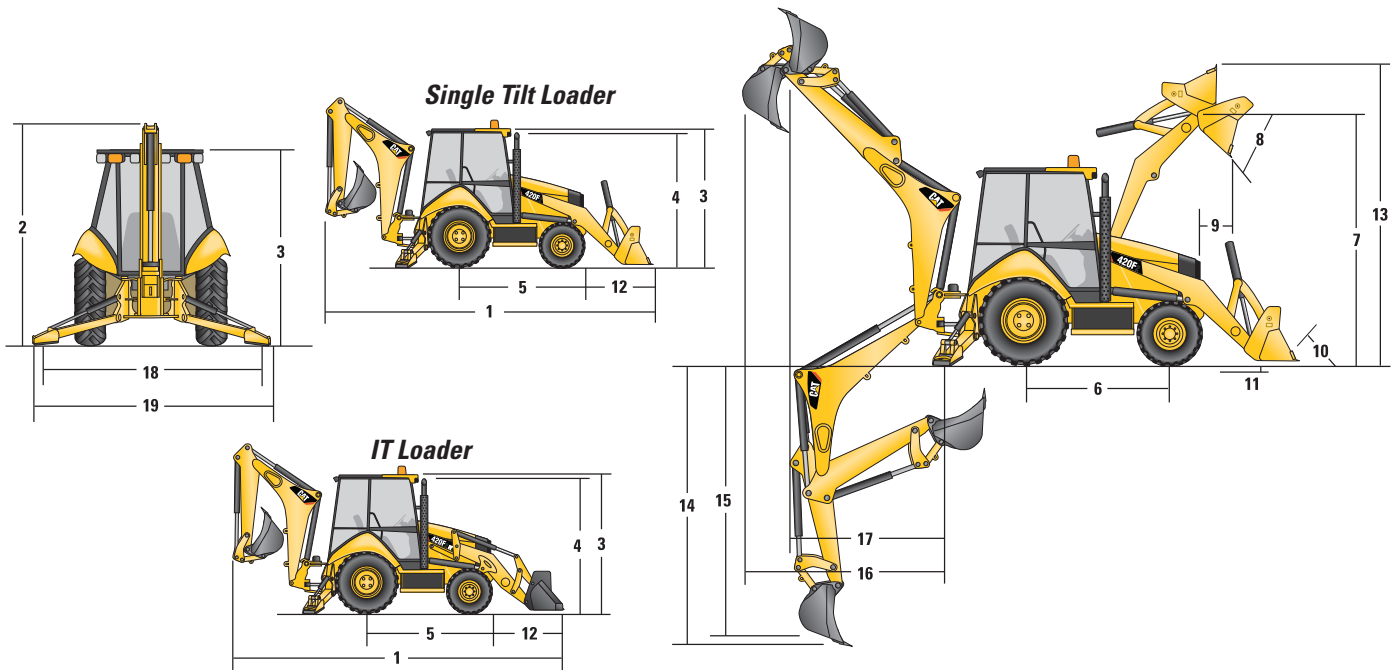
Loader Bucket Dimensions and Performance

	Single Tilt Loader									
	General Purpose (0.96 m³/1.25 yd³)		General Purpose (1.1 m³/1.4 yd³)		General Purpose (1.15 m³/1.5 yd³)		Multi Purpose (1.0 m³/1.3 yd³)		Multi Purpose (1.1 m³/1.4 yd³)	
Capacity (SAE rated)	0.96 m³	1.25 yd³	1.1 m³	1.4 yd³	1.15 m³	1.5 yd³	1.0 m³	1.3 yd³	1.1 m³	1.4 yd³
Overall Bucket Width	2262 mm	89"	2262 mm	89"	2406 mm	95"	2279 mm	90"	2425 mm	95"
Lift Capacity at Maximum Height	3283 kg	7,237 lb	3216 kg	7,090 lb	3196 kg	7,046 lb	3097 kg	6,828 lb	3068 kg	6,764 lb
Lift Breakout Force	49 809 N	11,197 lbf	49 275 N	11,077 lbf	49 099 N	11,037 lbf	49 019 N	11,020 lbf	48 771 N	10,964 lbf
Tilt Breakout Force	50 190 N	11,283 lbf	51 236 N	11,518 lbf	51 128 N	11,494 lbf	57 555 N	12,938 lbf	57 408 N	12,905 lbf
7 Maximum Hinge Pin Height	3474 mm	11'5"	3474 mm	11'5"	3474 mm	11'5"	3474 mm	11'5"	3474 mm	11'5"
8 Dump Angle at Full Height	44°		44°		44°		44°		44°	
Dump Height at Maximum Angle	2746 mm	9'0"	2723 mm	8'11"	2723 mm	8'11"	2798 mm	9'2"	2798 mm	9'2"
9 Dump Reach at Maximum Angle	808 mm	2'8"	773 mm	2'6"	773 mm	2'6"	716 mm	2'4"	716 mm	2'4"
10 Maximum Bucket Rollback at Ground Level	37°		38°		38°		38°		38°	
11 Digging Depth	83 mm	3"	123 mm	5"	123 mm	5"	110 mm	4"	110 mm	4"
Maximum Grading Angle	112°		113°		113°		116°		116°	
Width of Dozer Cutting Edge	N/A		N/A		N/A		2262 mm	7'5"	2406 mm	7'11"
12 Grill to Bucket Cutting Edge, Carry Position	1487 mm	4'11"	1525 mm	5'0"	1525 mm	5'1"	1451 mm	4'9"	1451 mm	4'9"
13 Maximum Operating Height	4355 mm	14'3"	4395 mm	14'5"	4395 mm	14'5"	4404 mm	14'5"	4404 mm	14'5"
Jaw Opening Maximum	N/A		N/A		N/A		790 mm	2'7"	790 mm	2'7"
Bucket Jaw Clamping Force	N/A		N/A		N/A		55 700 N	12,521 lbf	55 700 N	12,521 lbf
Weight (does not include teeth or forks)	451 kg	994 lb	473 kg	1,043 lb	493 kg	1,087 lb	745 kg	1,642 lb	774 kg	1,706 lb

	IT Loader with Quick Coupler					
	General Purpose (0.96 m³/1.25 yd³)		General Purpose (1.15 m³/1.5 yd³)		Multi Purpose (1.0 m³/1.31 yd³)	
Capacity (SAE rated)	0.96 m³	1.25 yd³	1.15 m³	1.5 yd³	1.0 m³	1.31 yd³
Overall Bucket Width	2262 mm	89"	2406 mm	95"	2279 mm	90"
Lift Capacity at Maximum Height	3716 kg	8,193 lb	3655 kg	8,050 lb	3448 kg	7,601 lb
Lift Breakout Force	51 085 N	11,484 lbf	50 555 N	11,365 lbf	49 678 N	11,168 lbf
Tilt Breakout Force	46 314 N	10,411 lbf	46 106 N	10,365 lbf	50 380 N	11,325 lbf
7 Maximum Hinge Pin Height	3490 mm	11'5"	3490 mm	11'5"	3490 mm	11'5"
8 Dump Angle at Full Height	44°		44°		44°	
Dump Height at Maximum Angle	2679 mm	8'9"	2680 mm	8'10"	2745 mm	9'0"
9 Dump Reach at Maximum Angle	869 mm	2'10"	868 mm	2'10"	814 mm	2'8"
10 Maximum Bucket Rollback at Ground Level	40°		40°		39°	
11 Digging Depth	105 mm	4"	105 mm	4"	95 mm	4"
Maximum Grading Angle	110°		110°		112°	
Width of Dozer Cutting Edge	N/A		N/A		2262 mm	7'5"
12 Grill to Bucket Cutting Edge, Carry Position	1600 mm	5'3"	1597 mm	5'3"	1529 mm	5'0"
13 Maximum Operating Height	4407 mm	14'6"	4477 mm	14'8"	4480 mm	14'8"
Jaw Opening Maximum	N/A		N/A		790 mm	2'7"
Bucket Jaw Clamping Force	N/A		N/A		55 700 N	12,521 lbf
Weight (does not include teeth or forks)	447 kg	985 lb	481 kg	1,060 lb	724 kg	1,596 lb

Dimensions and performance specifications shown are for machines equipped with 12.5/80-18 SGL front tires, 19.5L-24 IT525 rear tires, ROPS canopy, standard stick with 610 mm (24 in) standard duty bucket, 0.96 m³ (1.25 yd³) loader bucket and standard equipment unless otherwise specified.

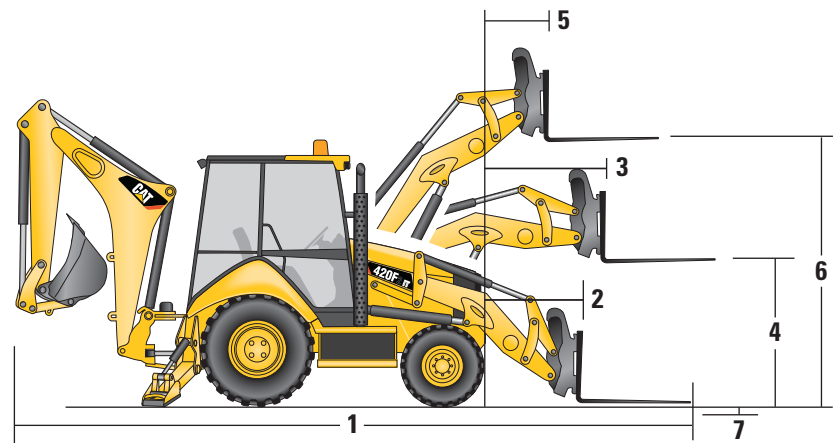
Backhoe Dimensions and Performance



	Standard Stick		E-Stick Retracted		E-Stick Extended	
14 Digging Depth, SAE (maximum)	4360 mm	14'4"	4390 mm	14'5"	5442 mm	17'11"
15 Digging Depth, 610 mm (2 ft) Flat Bottom	4311 mm	14'2"	4351 mm	14'4"	5405 mm	17'9"
Reach from Rear Axle Centerline at Ground Line	6702 mm	22'1"	6737 mm	22'2"	7742 mm	25'6"
16 Reach from Swing Pivot at Ground Line	5612 mm	18'5"	5647 mm	18'7"	6652 mm	21'10"
Maximum Operating Height	5522 mm	18'1"	5546 mm	18'3"	6282 mm	20'8"
Loading Height	3642 mm	11'11"	3599 mm	11'10"	4169 mm	13'8"
17 Loading Reach	1842 mm	6'1"	1929 mm	6'4"	2844 mm	9'4"
Swing Arc	180°		180°		180°	
Bucket Rotation	205°		205°		205°	
18 Stabilizer Spread, Operating Position (center)	3310 mm	10'10"	3310 mm	10'10"	3310 mm	10'10"
Stabilizer Spread, Operating Position (outside)	3770 mm	12'4"	3770 mm	12'4"	3770 mm	12'4"
Stabilizer Spread, Transport Position	2322 mm	7'7"	2322 mm	7'7"	2322 mm	7'7"
Bucket Dig Force	64 191 N	14,431 lbf	63 290 N	14,228 lbf	63 290 N	14,228 lbf
Stick Dig Force	43 510 N	9,781 lb	43 402 N	9,757 lb	31 682 N	7,122 lb

Dimensions and performance specifications shown are for machines equipped with 12.5/80-18 SGL front tires, 19.5L-24 IT525 rear tires, ROPS canopy, standard stick with 610 mm (24 in) standard duty bucket, 0.96 m³ (1.25 yd³) loader bucket and standard equipment unless otherwise specified.

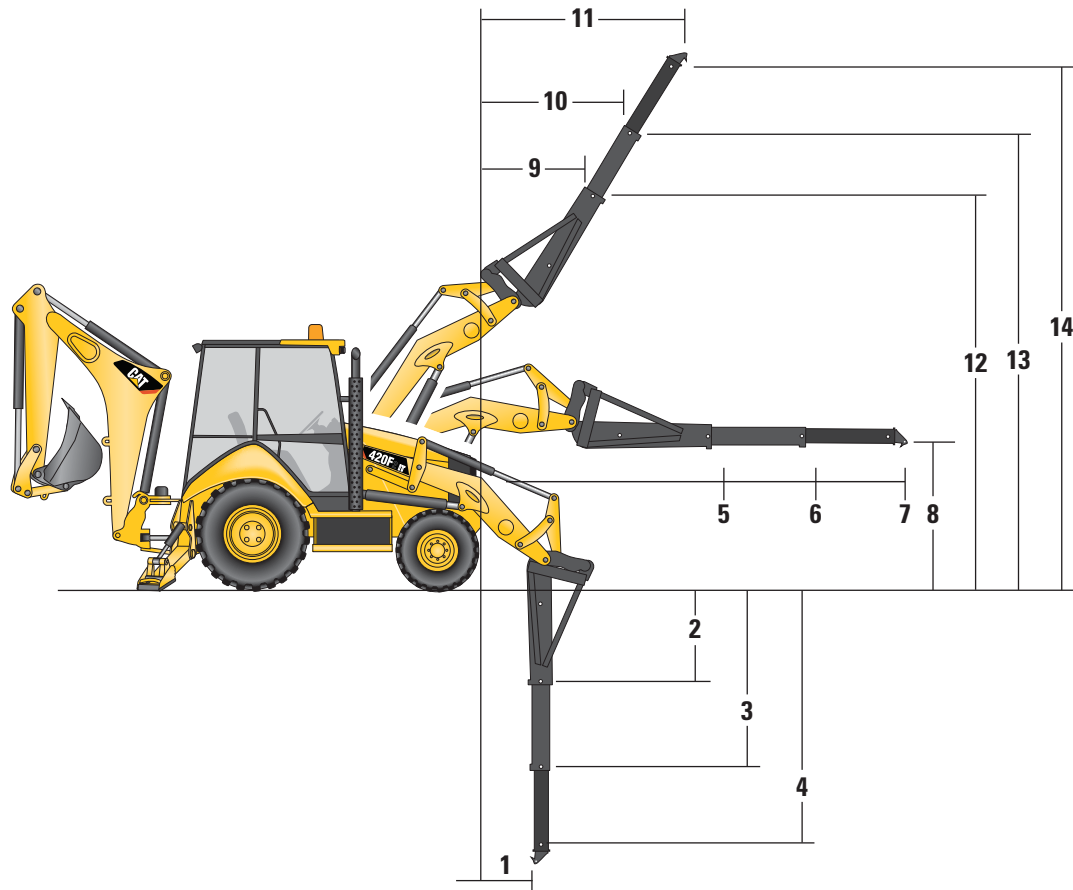
Dimensions with Forks



Fork Tine Length	1070 mm/3'6"		1220 mm/4'0"		1370 mm/4'10"	
Operating Load (SAE J1197)	2340 kg	5,159 lb	2263 kg	4,990 lb	2191 kg	4,829 lb
SAE Load Center	535 mm	1'9"	610 mm	2'0"	685 mm	2'3"
Operating Load (CEN 474-4)	2772 kg	6,111 lb	2749 kg	6,062 lb	2726 kg	6,009 lb
CEN Load Center	500 mm	1'8"	500 mm	1'8"	500 mm	1'8"
1 Overall Length (forks on ground)	7681 mm	25'2"	7832 mm	25'8"	7980 mm	26'2"
2 Reach at Ground (from grill to heel of fork)†	938 mm	3'1"	939 mm	3'1"	937 mm	3'1"
3 Maximum Reach (from grill to heel of fork)†	1475 mm	4'10"	1475 mm	4'10"	1475 mm	4'10"
4 Fork Height at Maximum Reach	1588 mm	5'3"	1588 mm	5'3"	1587 mm	5'2"
5 Reach at Maximum Height (from grill to heel of fork)†	696 mm	2'3"	696 mm	2'3"	696 mm	2'3"
6 Maximum Fork Height	3410 mm	11'2"	3409 mm	11'2"	3408 mm	11'2"
7 Maximum Fork Depth (below ground level)	-6 mm	0'0"	-5 mm	0'0"	-8 mm	0'0"

Dimensions and performance specifications shown are for machines equipped with 12.5/80-18 SGL front tires, 19.5L-24 IT525 rear tires, ROPS canopy, standard stick with 610 mm (24 inch) standard duty bucket, and 0.96 m³ (1.25 yd³) loader bucket and standard equipment unless otherwise specified.

Dimensions with Material Handling Arm



Material Handling Arm Position	Retracted		Mid-Position		Extended	
Operating Load (SAE J1197 and CEN 474-4)*	1056 kg	2,328 lb	674 kg	1,487 lb	495 kg	1,092 lb
Overall Length, Maximum	8867 mm	29'1"	9864 mm	32'4"	10 864 mm	35'8"
1 Reach at Maximum Depth (from machine nose)	589 mm	1'11"	592 mm	1'11"	595 mm	1'11"
2, 3, 4 Maximum Depth	2532 mm	8'4"	3530 mm	11'7"	4530 mm	14'10"
5, 6, 7 Maximum Reach (from machine nose)	3184 mm	10'5"	4182 mm	13'9"	5182 mm	17'0"
8 Height at Maximum Reach	1101 mm	3'7"	1103 mm	3'7"	1106 mm	3'8"
9, 10, 11 Reach at Maximum Height (from machine nose)	1577 mm	5'2"	2164 mm	7'1"	2755 mm	9'0"
12, 13, 14 Maximum Height	4570 mm	15'0"	5377 mm	17'8"	6183 mm	20'3"

*Hydraulically limited.

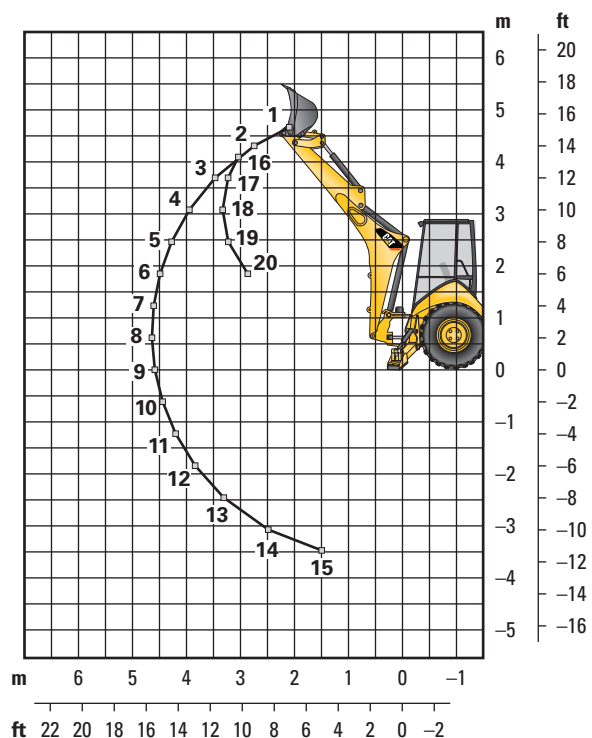
Dimensions and performance specifications shown are for machines equipped with 12.5/80-18 SGL front tires, 19.5L-24 IT525 rear tires, ROPS canopy, standard stick with 610 mm (24 inch) standard duty bucket, and 0.96 m³ (1.25 yd³) loader bucket and standard equipment unless otherwise specified.

420F2/420F2 IT Specifications

Backhoe Lift Capacity

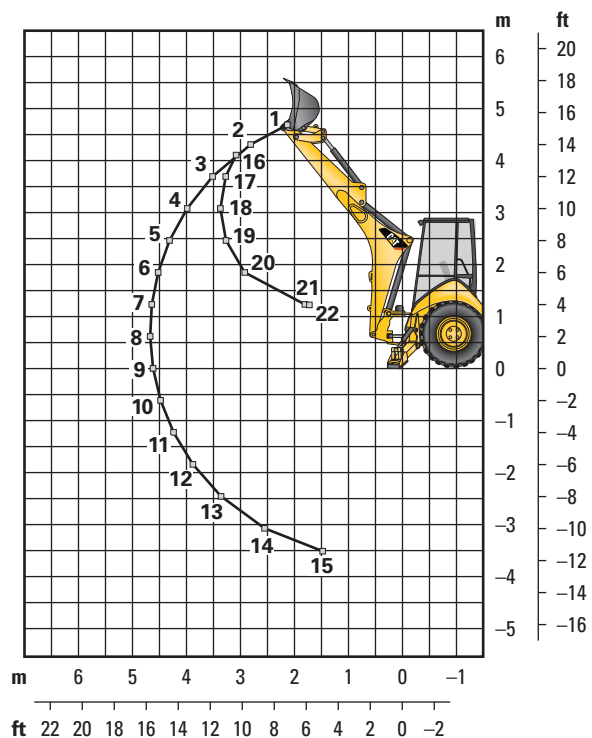
Cat 420F2/420F2 IT Standard Stick

Boom Lifting	kg	lb
1	1621	3,573
2	1766	3,894
3	1785	3,936
4	1740	3,835
5	1678	3,700
6	1614	3,558
7	1551	3,420
8	1492	3,289
9	1437	3,168
10	1387	3,058
11	1342	2,959
12	1304	2,875
13	1278	2,817
14	1284	2,831
15	1426	3,145
Stick Lifting	kg	lb
16	1831	4,037
17	2557	5,638
18	2608	5,749
19	2704	5,961
20	3140	6,921



Cat 420F2/420F2 IT Extendible Stick – Retracted

Boom Lifting	kg	lb
1	1439	3,173
2	1573	3,468
3	1582	3,487
4	1533	3,380
5	1470	3,241
6	1405	3,097
7	1341	2,957
8	1281	2,823
9	1224	2,699
10	1172	2,584
11	1124	2,479
12	1083	2,387
13	1050	2,314
14	1040	2,293
15	1149	2,534
Stick Lifting	kg	lb
16	1677	3,697
17	2387	5,262
18	2404	5,301
19	2492	5,493
20	2886	6,362
21	5629	12,409
22	6024	13,281

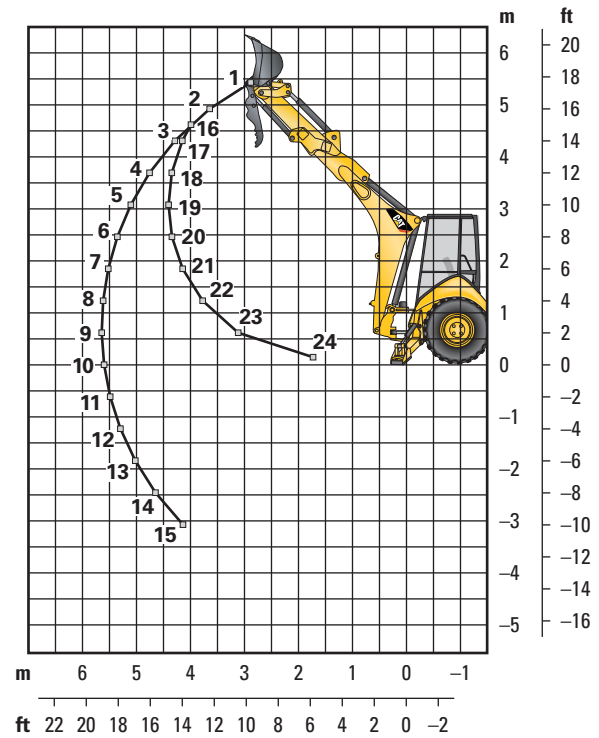


Lift Capacities are over-end values. Machine equipped with 4WD, OROPS, 0.96 m³ (1.25 yd³) general purpose bucket, and no counterweight. Extendible stick includes 460 kg (1,015 lb) counterweight.

Backhoe Lift Capacity

Cat 420F2/420F2 IT Extendible Stick – Extended

Boom Lifting		kg	lb
1		838	1,849
2		1010	2,226
3		1073	2,366
4		1085	2,392
5		1070	2,358
6		1041	2,296
7		1003	2,212
8		976	2,153
9		950	2,095
10		887	1,955
11		875	1,928
12		873	1,924
13		895	1,973
14		1023	2,255
15		1502	3,311
Stick Lifting		kg	lb
16		868	1,914
17		1116	2,461
18		1457	3,212
19		1644	3,624
20		1671	3,684
21		1777	3,918
22		2015	4,442
23		2614	5,762
24		5992	13,209



Lift Capacities are over-end values. Machine equipped with 4WD, OROPS, 0.96 m³ (1.25 yd³) general purpose bucket, and no counterweight. Extendible stick includes 460 kg (1,015 lb) counterweight.

420F2/420F2 IT Specifications

Counterweights

Minimum Counterweight Recommendations

Standard Stick

Loader Bucket	Power Train	Single-Tilt		IT Loader w/QC	
		kg	lb	kg	lb
GP	4WD	240	530	no counterweight	
MP	4WD	no counterweight		no counterweight	
Forks	4WD	N/A	N/A	no counterweight	
Material Handling Arm	4WD	N/A	N/A	no counterweight	

Extendible Stick

Loader Bucket	Power Train	Single-Tilt		IT Loader w/QC	
		kg	lb	kg	lb
GP	4WD	460	1,015	240	530
MP	4WD	240	530	no counterweight	
Forks	4WD	N/A	N/A	240	530
Material Handling Arm	4WD	N/A	N/A	240	530

Backhoe Buckets

With weld on adapters and pin-on teeth

Standard Duty

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
305	12	80	2.8	111	245	3
457	18	120	4.2	122	268	4
610	24	180	6.4	141	311	5
762	30	230	8.1	157	345	5
914	36	290	10.2	176	388	6

Heavy Duty

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
305	12	80	2.8	121	266	3
406	16	110	3.9	128	282	3
457	18	120	4.2	135	299	4
610	24	180	6.4	160	353	5
762	30	230	8.1	177	391	5
914	36	290	10.2	201	443	6

Soil Excavation

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
457	18	180	6.4	155	341	4
610	24	240	8.5	182	402	5
762	30	320	11.3	206	454	5
914	36	380	13.4	233	513	6

Heavy Duty Rock

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
305	12	70	2.5	127	279	3
457	18	130	4.6	146	322	4
610	24	200	7.1	174	384	5
762	30	270	9.5	197	434	5
914	36	330	11.7	224	493	6

Coral

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
305	12	60	2.1	134	295	4
457	18	100	3.5	155	341	6
610	24	140	4.9	182	402	8
762	30	190	6.7	210	463	10

Heavy Duty – Pin Lock

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
305	12	96	3.4	113	249	3
406	16	123	4.3	131	288	3
457	18	139	4.9	139	307	4
610	24	207	7.3	168	370	5
762	30	275	9.7	194	428	5
914	36	345	12.2	224	494	6

High Capacity – Pin Lock

Width		Rated Capacity		Weight		No. of Teeth
mm	in	L	ft³	kg	lb	
305	12	96	4.6	113	287	3
406	16	123	5.6	131	327	3
457	18	139	6.5	139	346	4
610	24	207	9.6	168	414	5
762	30	275	12.9	194	475	5
914	36	345	16.2	224	543	6

Standard Equipment

Standard equipment may vary. Consult your Cat dealer for details.

- Adjustable auxiliary controls, backhoe loader
- Air cleaner
- Alarm, back-up
- Alternator, 150 amp
- Audible system fault alarm
- Automatic Engine Speed Control (AESC)
- Battery, maintenance-free, 880 CCA
- Battery disconnect switch
- Battery remote jumpstart
- Boom transport lock
- Brace, lift cylinder
- Brake, secondary parking
- Brakes, hydraulically boosted, oil disc, dual pedals, interlocking
- Bucket level indicator
- Canopy, ROPS/FOPS
- Cat cushion swing system
- Coat restraint
- Coolant/antifreeze, extended life
- Counterweight, bumper
- Dome light (cab only)
- Diagnostic port for engine, machine and gauge cluster Electronic Control Modules
- Differential lock, loader joystick
- Engine, Cat C4.4 ACERT (Direct Injection Turbocharged), meets Tier 4 Final emission standards, selective catalyst reduction, diesel oxidation catalyst (DOC)
- Engine enclosure, sound suppression removal panels
- Face seals, O-ring
- Fan, suction and guard
- Fast reversing shuttle, all gears
- Fenders, rear
- Filters, spin-on: fuel, engine oil, transmission oil, water separator
- Filters, bowl and cartridge: hydraulic fluid
- Flashing hazards/signal lights
- Floor mat
- Fuel tank, fully enclosed
- Fully hinged front grill for cooling package cleaning access
- Gauge cluster: coolant temperature, fuel level, torque converter temperature, DEF level
- Ground level fuel fill and DEF fill
- High ambient cooling package
- Hood lock, inside cab
- Hydraulic hose, XT™
- Hydraulic oil cooler
- Hydraulic oil level sight gauge
- Hydraulic valve, hydrostatic steering
- Hydraulic valves, loader 2 function
- Hydraulic valves, backhoe 5 function
- Hydraulics, load sensing with variable displacement piston pump
- Indicator lights: Eco mode active, water in fuel, remote dial throttle active, engine warning, warning lamp, emissions module malfunction, AESC active, low battery/charging system warning, high hydraulic oil temperature; LCD warnings: engine oil pressure, machine locked (if equipped), service due, air filter blocked, high coolant temperature, auto idle shutdown, high torque converter temperature, hydraulic filter bypass
- Instrument panel lights
- Joystick controls: pilot operated, excavator-style with pattern changer
- Key start/stop system
- LCD screen: engine speed, hour meter, gear/direction, battery voltage, hydraulic oil temperature, torque converter temperature, coolant temperature, trip totals (fuel and hours), lifetime totals (fuel and hours), operator settings (units, brightness, programmable hoe auxiliary flow), service mode diagnostics, oil life reset, DPF force regeneration, maintenance intervals, ECM/system info
- Lights, working (4 front, 4 rear)
- Loader, self-leveling, return-to-dig and transmission disconnect switch
- Loader, single tilt
- Mirror, rearview
- One-touch low idle
- Open circuit breather
- Pattern changer, in cab
- Power receptacle, 12 volt, 2 internal, 1 external
- Power steering, hydrostatic
- Radio ready cab
- Seat belt, retractable, 51 mm (2 in)
- Socket, two roof
- Stabilizer shoes, street
- Steering knob
- Seat, air suspension, fabric or vinyl cover, with armrest
- Starting system, glow plugs
- Steering, hydrostatic
- Storage compartment, lockable
- Storage tray
- Stop and tail lights
- Swing transport lock
- Tilt steering wheel
- Tires
- Toolbox, external, lockable
- Torque converter
- Throttle, hand and foot, electronic
- Transmission, four speed, syncromesh
- Transmission neutralizer switch
- Transport tie-downs
- Two Wheel Drive
- Vandalism locks, four
- Warning horn, electric

Optional Equipment

Optional equipment may vary. Consult your Cat dealer for details.

- Battery, additional, 880 CCA
- Cab, deluxe
- Cold weather fuel (–30° C/–22° F)
- Cold weather package, including additional battery, engine block heater, radiator antifreeze, cold weather fuel (–30° C/–22° F) and mounting for an ether bottle
- Counterweights, 115 kg (255 lb), 240 kg (530 lb) or 460 kg (1,015 lb)
- Fenders, front with integral steps
- Four Wheel Drive
- Guard, boom protection plate
- Guard, stabilizer, rock
- Hydraulic valves, loader (3rd valve for GP, MP or Quick Coupler)
- Hydraulic valves, backhoe 6 function
- Hydraulic lines, combined function auxiliary
- Loader, IT with Quick Coupler and pilot loader control
- Product Link, satellite, PL631E
- Product Link, cellular, PL641I
- Quick Coupler, hydraulic, dual lock
- Quick Coupler, manual, dual lock
- Quick Coupler, pin lock
- Radio and CD player
- Radio and CD player, Bluetooth
- Ride Control
- Rotating beacon, magnetic mount
- Seat belt, 75 mm (3 in)
- Seat, heated
- Security system keypad
- Stabilizer pads, reversible
- Stick, extendible
- Storage box
- Transmission, AutoShift
- Transmission, AutoShift with lock-up torque converter
- Vandalism protection, gauge cover
- Work Tool Attachments such as buckets, forks, material handling arms, augers, hammers, brooms, cold planers and vibratory plate compactors. See your Cat dealer for more information.

For more complete information on Cat products, dealer services, and industry solutions, visit us on the web at www.cat.com

AEHQ7459 (06-2015)
(NACD)

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Materials and specifications are subject to change without notice. Featured machines in photos may include additional equipment. See your Cat dealer for available options.

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Tammy Lepage

From: Travis Normandin <travis@gfpreston.com>
Sent: December 6, 2018 4:43 PM
To: Barry Turcotte
Subject: Case 589SN WT 4WD

Hi Barry

Thanks for reaching out this morning, here are the numbers on the machines we discussed. I have upfitted it with the most popular options that other municipalities have been asking for.

2018 CASE 580SN WT 4WD

Tier 4 Final Engine
97 hp Engine
S Type Transmission
12.5/80 x 18 Sure Grip Lug Front Tires
21L x 24 Rear Tires
Extendahoe
Heavy Front Counter Weight
Pilot Controls For Hoe
24" Tooth Rear Bucket
Hydraulic Rear Quick Attach
Rear Auxiliary Hydraulics
Hydraulic Thumb
Hydraulic Front Coupler
Front Hydraulics
93" General Purpose Front Bucket with BOCE
Deluxe Heated A/C Cab with Stereo
Heated Air Ride Seat
Comfort Steer
Flip Over Stabilizer Pads
Ride Control
Led Light Package
Blue/Amber Warning Beacon
Front Fenders
Severe Cold Weather Start Package
2 Batteries
Battery Disconnect /Jump Start

This Machine with your Municipal Discount prices at **\$138,540.00** plus tax. And once I evaluate the trade machine we will be able to adjust this to include that number.

For a standard **Case 580SN 4WD** the price is about **\$5,000.00** less.

And for a **CASE 590SN 4WD** which is an overall bigger and more capable the price would be about **\$10,000.00** more.

I have attached links to the CASE Backhoe page so you can have a look at them. [CASE Backhoes](#)

Also for about the next week I have a **2018 CASE 580SN WT 4WD** in the shop it is a sold unit but if you wanted to come have a look at what they are like you are more than welcome to.

Please feel free to contact me if you have any questions at any time.

Best Regards

Travis Normandin

Sales and Service Rep

C: (705) 497-6386

E: travis@gfpreston.com



Your heavy equipment specialist for 60 years

SALES & RENTALS

P.O. Box 540

289 Albert Street

Sundridge, Ontario. P0A 1Z0

P: (705) 384-5368 or Toll free @ 1-877-245-2456

F: (705) 384-7461



Quote 222170-01

November 26, 2018

CORPORATION OF TEMAGAMI MUNICIPALITY OF TEMAGAMI

PO BOX 220
LAKESHORE ROAD
TEMAGAMI
Ontario
P0H 2H0

Attention: BARRY TURCOTTE

Dear Barry,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

One Only New 2019 CATERPILLAR Model: 420F2 IT Tier 4 Final Backhoe with the following specs:

Standard Equipment

BOOMS, STICKS, AND LINKAGES

14'4" Center pivot excavator style backhoe
Pilot operated joystick hydraulic controls with pattern changer valve
Pilot operated stabilizer controls
Boom transport lock
Swing transport lock
Street pads stabilizer shoes
Anti-drift hydraulics

(Boom, Stick and E-Stick)
Cat Cushion Swing(tm) system
Bucket level indicator
Lift cylinder brace
Return-to-dig (auto bucket positioner)
Self-leveling loader with single lever control
Transmission neutralizer switch
Single Tilt Loader

POWERTRAIN

Cat C4.4, 74.5KW (Net 92HP / 69kW)
Direct Injection Turbo Charged Engine, with ACERT technology.
US EPA Tier4 Final Emissions Compliant with Selective Catalytic Reduction(SCR)
Water separator with service indicator
Thermal starting aid system
Eco mode
A dry-type axial seal air cleaner with integral precleaner, automatic dust ejection system & filter condition

disk brake with dual pedals & interlock
Differential lock
Drive-line parking brake
High Ambient Cooling Package
Torque converter
Transmission--four speed synchro mesh with power shuttle & neutral safety switch
Spin-on fuel, engine oil & transmission oil filters
Outboard planetary rear axles

indicator

Hydraulically boosted multi-plate wet

Open Circuit Breather

HYDRAULICS

Load sensing, variable flow system
with 43 gpm axial piston pump
6 micron hydraulic filter
O-ring face seal hydraulic fittings
Caterpillar XT-3 hose

Hydraulic oil cooler
Pilot control shutoff switch
PPPC, Flow-sharing hydraulic valves
Hydraulic suction strainer

ELECTRICAL

12 volt electrical start
150 ampere alternator
Horn and Backup Alarm
Hazard flashers/turn signals
Halogen head lights (4)
Halogen rear flood lights (4)
Stop and tail lights
Audible system fault alarm

Key start/stop system
880 CCA maintenance free battery
Battery disconnect switch
External/internal power receptacles(12v)
Diagnostic ports for engine and machine
Electronic Control Modules
Remote jump start connector

OPERATOR ENVIRONMENT

Lighted gauge group
Interior rearview mirror
ROPS canopy, Rear Fenders
2-inch retractable seat belt
Tilt steering column
Steering knob

Hand and foot throttle
Automatic Engine Speed Control
One Touch Low Idle
Floor mat and Coat Strap
Lockable storage area
Air suspension seat

OTHER STANDARD EQUIPMENT

Hydrostatic power steering
Standard Storage Box
Transport tie-downs
Ground line fill fuel tank with 44
gallon capacity
Ground line fill diesel exhaust fluid
tank with 5 gallon capacity
Rubber impact strips on radiator guards

Bumper
CD-ROM Parts Manual
Backhoe Safety Manual
Operations and Maintenance Manual
Lockable hood
Tire Valve Stem Protection
Long Life Coolant -30C (-20F)
Padlocks (2 on ST, 3 on IT)

Other Components

Description

420F2 BHL IT, TIER 4 FINAL, HRC

*****CUTTING EDGE, TWO PIECE,WIDE**

*****STABILIZER PADS, FLIP-OVER**

*****BELT, SEAT, 2" SUSPENSION**

*****BEACON, MAGNETIC MOUNT**

*****CAT BUCKET, 24" 6.2 CUBIC FOOT HEAVY DUTY**

*****CAT BUCKET, 1.31 CUBIC YARD GENERAL PURPOSE IT**

*****TIRES,340 80R18/500/70-24 MICHELIN**

*****FENDERS, FRONT**

*****COUNTERWEIGHT, 1015 LBS**

*****SECURITY SYSTEM, KEYPAD**

*****SEAT, DELUXE FABRIC, HEATED**

*****RIDE CONTROL**

*****LINES, COMBINED AUXILLIARY, EXTENDIBLE STICK**

*****COLD WEATHER PACKAGE, 120V HRC**

*****PLATE GROUP - BOOM WEAR**

INSTRUCTIONS, ISO

*****HYDRAULICS, MP, 6FCN/8BNK, IT**

*****POWERTRAIN, 4WD, AUTOSHIFT**

*****CAB, DELUXE**

*****AIR CONDITIONER, T4**

*****STICK, EXTENDABLE, 14FT**

*****ENGINE, 74.5KW,C4.4 ACERT, T4F**

*****COUPLING, QUICK DISCONNECT,THREADED WITH CAPS**

*****WORKLIGHTS (8) HALOGEN LAMPS**

PREP PACK, CANADA

RADIO, FM BLUETOOTH

SERIALIZED TECHNICAL MEDIA KIT

PRODUCT LINK, CELLULAR, PL641I

SHIPPING/STORAGE PROTECTION

RUST PREVENTATIVE APPLICATOR

*****CAT HYDRAULIC THUMB**

*****CAT MANUAL DUAL LOCK PIN GRABBER COUPLER**

Price: (plus applicable taxes)

Sell Price (Ex Works Temagami Public Works Garage)	\$154,611.02
Extended Warranty	Included
Trade Allowance	(\$30,000.00)
Grand Total	\$124,611.02

Includes all CAT Governmental / Municipal pricing discounts

Trade-Ins

Model	Make	Serial Number	Year	Trade Allowance
420EIT	CATERPILLAR(AA)	0DAN00531	2011	\$30,000.00

Warranty

Standard Warranty: 12 months complete machine warranty included
 Extended Warranty: 5 YR/5000 HR Extended Powertrain warranty included

Payment Terms OAC

Total = Sell price with trade applied (\$124,611.02) + HST (\$16,199.43) = \$140,810.45

Grand Total = \$140,810.45 + \$550.00 Cat Finance Fee = \$141,360.45

Finance Terms

CASH WITH ORDER	BALANCE TO FINANCE	TERM	MONTHLY PAYMENT	RATE (FIXED)
	\$141,360.45	48	\$3,287.55	5.50%
	\$141,360.45	60	\$2,700.15	5.50%

The above finance is based on the following:

- Taxes are included in payment
- The above is subject to approval by Caterpillar Finance

Additional Considerations

- U.S. Exchange rate
- Unit arriving mid-January, available subject to prior sale

We wish to thank you for the opportunity of quoting on your equipment needs. Prices are subject to change at any time. If there are any questions, please do not hesitate to contact me at 705-918-5073.

Sincerely,
 Ivan Lachapelle,
 Territory Manager



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-013

☒ Staff
☐ Committee

Subject: Report from Treasurer Administrator

Agenda Date:

Attachments:

RECOMMENDATION

BE IT RESOLVED that the Council of the Municipality of Temagami receive this report for information.

INFORMATION

Vadim

We have completed the initial training for Vadim (general ledger, accounts payable, and accounts receivable). Sabrina and Kaitlyn have been trained and will train other users on-site when we start using Vadim for all transactions.

Vadim is in the process of converting data from our old system so we have some information as we make the switch. The most important data to be converted from a business continuity perspective is the tax billing and collecting information. This module is expected to be completed this month with training occurring in the first week of 2019.

Asset Management

As noted in a recent webinar Ontario Regulation 588/17 sets out the requirement for Municipalities to adopt and publish an Asset Management Policy by July 1, 2019. This is not a requirement for a plan update but rather a policy on how the plans will be updated and linked to other plans of the Municipality including the Annual Budget.

As reported to the previous Council, the Municipality of Temagami was accepted into the AMP 2.0 program jointly funded by the Ministry of Infrastructure and the Municipal Finance Officers Association. This program matches the Municipality up with a consultant in various fields of expertise which provide assistance in taking our asset management plan to the next level. Presently, the program is in the intake stage with work to begin early in 2019. This work will be greatly assisted with our financial system being up to date.

Policy Development and Updates and Administrative Priorities

The creation of policy, whether new or updating what we have, would follow the same process. A draft of the policy will be presented for Council's consideration. At that time, discussion around the purpose and if the policy satisfies what the intention is may lead to amendments to be added by Staff and brought back to Council. Once Council is satisfied with the Policy, direction would be sought to create a By-Law for Council's consideration. This By-Law would have the effect of 'entrenching' or approving the policy which can then be used to govern municipal business in that area.

In addition to the Asset Management Policy noted above, other policies that are being worked on or will be worked on in the first part of 2019 are:

Fees and Service charges (non-tax or special area charges)

Code of Conduct for Council – removing reference to Conflict of Interest and ensuring Code reflects any requirements of Bill 68

Code of Conduct for Committee Members – new policy as required

Code of Conduct for Staff

Social Media Policy - Update

Procedural By-Law – update with meeting changes, if approved, and more concise, easy to read language

Investment Policy – Update for new regulations that have been passed by the Province in 2018

Billing and Collecting Policy – predominately for taxation but will include other areas – this policy has not been updated since the 1990's

Other than Policy Development, there will be some administrative time spent on ensuring our computer system change over goes smoothly and we are fully functional as soon as practical after the end of the year.

I am also presently waiting for information to come from our legal advisor regarding some outstanding issues. I am expecting that this will be available for the first meeting in January which at that time I can provide an update, most likely in a Closed Session, for Council's information.

Depending on Council's decision regarding the Budget Guidelines, this and recommendations related to Human Resources, in addition to managing priorities for Staff and day to day accounting, round out my work plan for the first part of 2019.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator

Name, Position

Name, Position

On behalf of:

Name of committee if applicable

11729

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

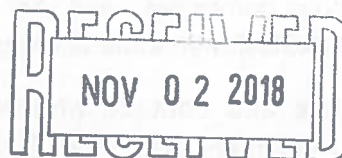
October 26, 2018

Municipality of Temagami

Attention: Elaine Gunnell

7 Lakeshore Drive, Box 220

Temagami ON P0H 2H0



File ☒ Incoming ☐ Other

Mayor ☐

NEW Council ☐ I ☒ A

CAO ☐

Building ☐

Finance ☐ S ☐ C

Ec Dev ☐ S ☐ C

Parks & Rec ☐ S ☐ C

Planning ☐ S ☐ C

Public Wks ☐ S ☐ C

PPP ☐

Social Services ☐

☐ _____

☐ _____

Dear Ms. Gunnell:

RE: Request for appointment to the District of Nipissing Social Services Administration Board; four year term (2019-2022)

The District of Nipissing Social Services Administration Board (DNSSAB) is responsible for providing Ontario Works, Child Care, Housing and Land Ambulance Services to the residents of the District of Nipissing.

The next term of the DNSSAB will commence January 1, 2019 for a four-year term ending December 31, 2022. Your municipality is requested to appoint members to the DNSSAB for this term according to the chart below. The DSSAB Regulations requires that Members of the Board representing a Municipality shall be Members of a Municipal Council.

Municipality	Number of Appointees
City of North Bay	6
East Ferris	1
West Nipissing	1
South Algonquin	1
Temagami	1
Territory Without Municipal Organization (TWOMO)	1
Mattawan, Chisholm, Mattawan, Calvin, Papineau-Cameron, Bonfield	1

Board Member Rates			
2017	Board Meeting	Executive Meeting	Ad-hoc Committee
Board Chair	\$505.95	\$95.97	\$63.61
Vice Chair	\$379.54	\$95.97	\$63.61
Board Member	\$315.93	\$95.97	\$63.61

Statistics Canada Consumer Price Index
January 2018 = 1.7% increase
(12 month change)

Board Member Rates			
2018	Board Meeting	Executive Meeting	Ad-hoc Committee
Board Chair	\$514.55	\$97.60	\$64.69
Vice Chair	\$385.99	\$97.60	\$64.69
Board Member	\$321.30	\$97.60	\$64.69

IMPLEMENTATION PLAN/ COMMUNICATION PLAN:

- The increase in Board member rates begins in February 2018.

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

ADMINISTRATION

**MANAGEMENT, NON-UNION,
& BOARD MEMBERS -
TRAVEL EXPENSE CLAIM
FORM**

EMPLOYEE NAME: _____

Date	Purpose of Travel/Comments	Travel # of Km.	Eligible Travel (# km X \$0.54)	Receipted Accommodation	Meal(s)	Fuel, Taxi, & Parking	Other (Specify)	Totals
			\$0.00		B L D			\$0.00
			\$0.00		B L D			\$0.00
			\$0.00		B L D			\$0.00
			\$0.00		B L D			\$0.00
			\$0.00		B L D			\$0.00
Subtotal		0	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Less: Advances								
Total Claim								\$0.00

Signature: _____

Date Submitted: _____

Authorization: _____

Allowable Meal Allowances - Receipt Required

Within District	Out of District
B - \$10.00	B - \$15.00
L - \$20.00	L - \$25.00
D - \$25.00	D - \$45.00

Mileage (one way)

NB to Temagami	100 KM
NB to Mattawa	65 KM
NB to Sturgeon Falls	40 KM
SF to Mattawa	105 KM
NB to Beaufield	32 KM
NB to Whitney	229 KM
NB to Sudbury	130 KM
NB to Toronto	341 KM
NB to Bracebridge	150 KM

FOR FINANCE USE ONLY

Vendor # _____

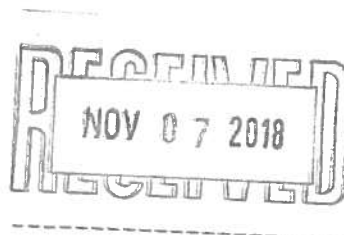
Total Amount _____

HST Rebate 13% _____

11732A

Municipality of Temagami Council

Attention: Mayor Dan O'Mara



File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ I ☐ A
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☐
☐ _____
☐ _____

November 7, 2018

Re: Offer to work with Council on improved cell service throughout the municipality

In talking with people and researching this matter, it is abundantly clear that each new council will take on this issue, correspond with various phone providers and agencies and will experience total frustration on finding that no one group will take responsibility for the overall provision of services. The issue eventually gets dropped or put on the back burner with other more immediate and "pressing" issues taking the time of council.

Getting phone companies to invest in the infrastructure in remote / marginal areas is difficult. However, throughout the province, some communities have achieved it.

It is my belief that the only way full and reliable cell and internet service will be provided here is if we have an organized, concerted, *sustained* effort. The municipality is not asking for anything that has not been mandated in the **Telecom Regulatory Policy CRTC 2016-496**. In that document, it clearly states that the focus has gone from providing traditional land line service to digital service. It is now a right of all Canadian residents to have this digital service. Land line service is now being phased out.

I am making the offer to council, if this is something you wish to pursue, that I would immediately volunteer to head up or be on a committee to liaise with CRTC and provincial providers to get this going and put my full effort into this until we have satisfactory conclusion.

• Items of note:

- The average person in Canada statistically spends @ 3 hr a day on cellular devices. It is no longer just the younger generation that this applies to. It is an intergenerational issue.
- Temagami is experiencing a time of renewal that, if successful, will require heavy dependence on tourism and seasonal residents. These people are largely from Southern Ontario and US.
- For seasonal residents and tourists, the attraction is the natural beauty that Temagami offers. These people tend to be professional and business type people.
- If they come from central and southern Ontario, those people have total access to their bank accounts, direct contact with their businesses, social media, email, internet, stock market. All these items are available through 1 device, the cell phone. Without these services, why would anyone come here for any length of time?
- With proper telecommunications, these residents and tourists are far more likely to come more often, stay longer, and spend more because they are provided the basic necessities they require to communicate

- The only way to significantly increase a sustainable interest in our area is if we are able to provide these basic services that this "target group" is used to. Take that connection away from them and you lose their interest. Without these services, it drastically reduces the amount of time they are willing to spend in the area, and beyond the core die-hard wilderness tourist and our residential population, there is no incentive to lengthen their stay and/ or repeat the experience.
- From a point of view of safety in our community whether it is for recreational, seasonal or full time residents, the ability to communicate with essential services is critical. This was all too evident during this summer's fire flap.
- On a personal note, we have been part time and now full time residents of Temagami for the past 12 years. We have been very frustrated with lack of reliable services the phone companies provide
- As part time residents, With the addition of boosters I could work from our remote access property on Cassels Lake because we could pick up service from part of 1 tower. Over the years, I was able to spend more and more time in the area because I was able to work and communicate with my office on an ongoing basis.
- Now, as full time residents, we have moved onto a road access property on White Bear Court and foolishly assumed, being a mainland property, part of Temagami and in one of the most affluent areas of the Town of Temagami proper, we would have the benefit of good cell and internet services. In actual fact, the opposite has been the case.
- Over time we have spent thousands of dollars to capture what little cell service is available to little or no avail. Also, internet is often interrupted. I assume this is due to too many users at one time accessing an outdated service.
- This is not unique to us as others on White Bear Court and Fox Run also experience this.
- After living in Muskoka for many years, I have experienced firsthand the growth and opportunity that comes by ensuring these services are provided.

Relying on outdated technology severely restricts the community to be viable. Any growth initiatives without these telecommunication services is, in my estimation, self defeating and doomed to failure. I believe this is a critical item for our community. I sincerely hope you will take me up on my offer to work co-operatively with council to bring this important piece of Temagami's potential for sustainable growth to fruition.

Thank you for your consideration.

Respectfully



Dave MacDonald
705-569-4568 (land line)

11755

Tammy Lepage

From: craig.d
Sent: December 10, 2018 8:24 AM
To: Tammy Lepage; Roxanne St. Germain
Subject: FW: ROMA Board of Directors - Call for Nominations
Attachments: ROMA Board of Directors Call for Nominations 2018-10-29.pdf



Incoming Correspondence

Please put on agenda in the 'action' items with a resolution to confirm support for Mayor Dan O'Mara to be the ROMA representative in Zone 9

I. Craig Davidson
Treasurer/Administrator
Municipality of Temagami
7 Lakeshore Dr, PO Box 220
Temagami, ON P0H 2H0
705-569-3421 x204
craig.d@temagami.ca

File ☒ Incoming ☐ Other
Mayor ☐
Council ☐ I ☒ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec.Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

From: ROMA Communications [mailto:romacommunicate@roma.on.ca]
Sent: Friday, December 7, 2018 6:26 PM
To: craig.d <craig.d@temagami.ca>
Subject: ROMA Board of Directors - Call for Nominations

December 7, 2018

Notice of Call for Nominations

2019-2023 ROMA Board of Directors, Zone Representatives

Please be advised that in accordance with the Rural Ontario Municipal Association's Policies and Procedures, this is notice of nominations for Zone Representatives to the 2019 – 2020 ROMA Board. The term of the ROMA Board is four years.

The election will take place on Monday, January 27, 2019 at the 2019 Annual Conference. The conference is January 26 to 29, Sheraton Hotel, 123 Queen Street West, Toronto, Ontario.

Deadline to submit your Nomination is 4:00 p.m., Monday, December 31, 2018.

To identify your zone, click [here](#) for the link to the Zone map and list of zone municipalities.

Qualifications of Directors

Every Director shall:

- be an individual of eighteen (18) or more years of age;
- be an elected official of a municipality which is an AMO member;
- not be an undischarged bankrupt; and
- not be declared incapable.

Nomination Requirements

The attached Nomination Form completed by the individual plus a Council Resolution supporting the individual must be received by the deadline. The Nomination Form and Sample Resolution that specifies the Zone are attached. The names of all qualified individuals who are duly nominated will appear on the ballot.

A completed Nomination Form and supporting resolution must be received no later than 12:00 noon on Monday, December 31, 2018. Nominations will not be accepted beyond that date. Please forward a completed Nomination Form to ROMA via email romaelections@roma.on.ca or fax at (416) 971-6191 or mail to the attention of Pat Vanini, Executive Director as noted on the Form. All candidates will be contacted to confirm receipt of their nominations.

ROMA's Chief Returning Officer, Peter Fay, will certify the nomination. He will contact all candidates. A Nominations Report will be issued in advance of the conference. Information as to the election process at the conference will be sent as well.

If you have any questions regarding this information, please contact Pat Vanini, Executive Director at (416) 971-9856, ext. 316, e-mail pvanini@amo.on.ca

This information is available on the [ROMA website](#) and the [AMO website](#).

DISCLAIMER: Any documents attached are final versions. ROMA assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from ROMA please [click here](#).



ROMA Board of Directors Zone Representatives 2019 – 2023

Notice of Call for Nominations Deadline is December 31, 2018

October 29, 2018

Request of Municipal Clerks:

Could you please make this document available to all new and incumbent council members coming out of your October 22 municipal election? We do not have all their email addresses at this point. ROMA Policies and Procedures sets out the requirements for the Notice and deadline for Zone Nominations. Deadline for receipt of nominations is December 31, so if an individual of your 2018-2022 council is interested in running for the ROMA Board, then Council will need to pass a supporting resolution at a December 2018 meeting. The following pages provide all the information related to the election process, time commitment for the Board, expense policy and a sample nomination resolution. Thank you for forwarding to members of your new council and tabling this on council agenda.

October 29, 2018

ROMA Notice and Zones

Please be advised that in accordance with the Rural Ontario Municipal Association's Policies and Procedures, this is notice of nominations for Zone Representatives to the 2019 – 2020 ROMA Board. The term of the ROMA Board is four years.

The election will take place on Monday, January 27 at the 2019 Annual Conference. The conference is January 26 to 29, Sheraton Hotel, 123 Queen Street West, Toronto, Ontario.

To identify your zone, click [here](#) for the link to the Zone map and list of zone municipalities.

Qualifications of Directors

Every Director shall:

- be an individual of eighteen (18) or more years of age;
- be an elected official of a municipality which is an AMO member;
- not be an undischarged bankrupt; and
- not be declared incapable.

Nomination Requirements

The attached Nomination Form completed by the individual plus a Council Resolution supporting the individual must be received by the deadline. The Nomination Form and Sample Resolution that specifies the Zone are attached. The names of all qualified individuals who are duly nominated will appear on the ballot.

A completed Nomination Form and supporting resolution must be received no later than 4:00 p.m. on Monday, December 31, 2018. Nominations will not be accepted beyond that date. Please forward a completed Nomination Form to ROMA via email romaelections@roma.on.ca or fax at (416) 971-6191 or mail to the attention of Pat Vanini, Executive Director as noted on the Form. All candidates will be contacted to confirm receipt of their nominations.

ROMA's Chief Returning Officer, Peter Fay, will certify the nomination. He will contact all candidates. A Nominations Report will be issued in advance of the conference. Information as to the election process at the conference will be sent as well.

If you have any questions regarding this information, please contact Pat Vanini, Executive Director at (416) 971-9856, ext. 316, e-mail pvanini@amo.on.ca

This information is available on the [ROMA website](#) and the [AMO website](#).

Sample Council Resolution

Be it resolved that the Council for the *(Municipality's legal name)* endorses *(Candidate's Name, Municipal Title)*, for the position of ROMA Zone *(insert zone number)* Representative for the 2019 – 2023 ROMA Board.

Adopted on *(insert date)*.

Other Important Information

Time Commitment:

ROMA Board meetings are held eight times per year, typically on the second Thursday of the month in January, March, April, June, October, November and December in Toronto. The August meeting is held at the AMO Conference. A mid-term meeting is held every two years, in May or June. In addition, Board members may serve on sub-committees from time to time or asked to be a ROMA representative on others' committees. Time for this will vary with the activity.

ROMA Expenses:

ROMA Board members are entitled to a per diem of \$75 per day (effective Jan 1, 2009) when attending meetings on behalf of ROMA business, these meetings include the ROMA Board, AMO Board, Committees and any other meetings where attendance has been pre-approved by the ROMA Chair. A per diem is not applicable to the ROMA mid-term meeting.

ROMA will reimburse travel expenses to all ROMA Board meetings, AMO Board meetings (if applicable) and the Summer Retreat. Travel expenses refer to airfare, train fare and car mileage, parking costs, public transit, and accommodation. Meal costs will also be paid subject to a maximum of \$75/day.

Nomination Form follows.

NOMINATION FORM 2018 – 2023 ROMA Board

- It is the responsibility of the person nominated to complete accurately Parts A to D of this Nomination Form.
- Council's Resolution of support for the nominee must be attached, and must specify the Zone Representative position (e.g., Zone 1). There are nine zones. See [ROMA Zone map](#).
- The Nominee must be a municipal elected official and the municipality must be a member of the Association of Municipalities of Ontario.
- Nominations will be accepted no later than **4:00 p.m. December 31, 2018**. Send completed forms to:

Pat Vanini, Executive Director
Association of Municipalities of Ontario
200 University Avenue, Suite 801
Toronto, ON M5H 3C6
Email: romaelections@roma.on.ca
Fax: 416-971-6191

A. Please type or print clearly:

Nominee's Name, as it is to appear on the ballot

Nominee's Municipal Position Title

Nominee's Municipality

Address

Nominee's Email address and phone number

B. I am nominated for the office of Zone ____ Representative.

C. ☐ A Council Resolution confirming support for the Nominee and Zone Number is ATTACHED

D. Consent of Nominee and Statement of Qualification:

I, the Nominee mentioned in this Nomination Form do hereby consent to such Nomination and declare that I am qualified to be elected and to hold the office for which I am nominated.

Signature of Nominee and Date

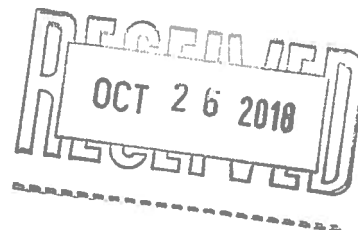
Certificate of AMO's Chief Returning Officer

I, Peter Fay, the Chief Returning Officer, appointed by the Rural Ontario Municipal Association, to officiate over these elections, do hereby certify that I have examined the Nomination Form of the aforementioned Nominee filed with me and am satisfied that such Nominee is qualified to be nominated to the office indicated above.

Signature of Chief Returning Officer and Date

Date Nomination Form received

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: Thursday, October 25, 2018 7:37 PM
To: Roxanne St. Germain; Terry Kelly
Subject: Representative on FONOM Board of Directors
Attachments: Temagami.pdf



The Constitution of the Federation of Northern Ontario Municipalities (FONOM) of which the Municipality of Temagami is a member, allows for a representative from the District of Nipissing to sit on the Board of Directors of FONOM. You are currently represented by Councillor Terry Kelly of the Municipality of East Ferris. As the current board appointments soon expire, we are seeking a resolution from your Council to fill the next Board term.

Deb Bain
Project & Operations Coordinator
615 Hardy Street, North Bay P1B 8S2
705-478-7672

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☐ A
CAO ☒
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☒ Incoming Council

FONOM

The Federation of Northern Ontario Municipalities

October 25th, 2018

Municipality of Temagami
Welcome Centre, Box 220
Temagami, ON
P0H 2H0

Dear Clerk,

Re: Representative on FONOM Board of Directors

The Constitution of the Federation of Northern Ontario Municipalities (FONOM) of which the Municipality of Temagami is a member, allows for a representative from the District of Nipissing to sit on the Board of Directors of FONOM. You are currently represented by Councillor Terry Kelly of the Municipality of East Ferris. As the current board appointments soon expire, we are seeking a resolution from your Council to fill the next Board term.

Please advise me of the name of your appointee to represent the District of Nipissing on the FONOM Board of Directors. Your resolution can be sent to me by email fonom.info@gmail.com, mail to 615 Hardy Street North Bay, Ontario P1B 8S2

If you have any questions regarding this matter, please do not hesitate to contact me by telephone or by email. Thank you for your assistance with this matter and for your municipality's continuing support of FONOM.

Sincerely,

Deb Bain
Project & Operations Coordinator
705-478-7672

cc: Terry Kelly

From: Monica Hawkins <monica.hawkins@eastferris.ca>
Sent: Monday, October 29, 2018 9:38 AM
To: Lynda Kovacs; deputyclerk@bonfieldtownship.org; Roxanne St. Germain; mattawan@explornet.ca; mducharme@westnipissing.ca; clerk@papineaucameron.ca; Francine Desormeau; clerk@southalgonquin.ca; l.thompson@chisholm.ca
Subject: Re-Appointment of support of Councillor Terry Kelly to FONOM
Attachments: FONOM October 25th, 2018.pdf; FONOM Appointment.pdf

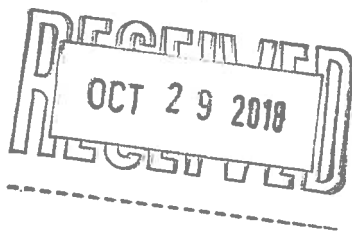
Good morning,

Attach please find a letter requesting support regarding the appointment to the FONOM Board of Directors for Councillor Terry Kelly of the Municipality of East Ferris. As well you will find the letter of October 25th, 2018 from FONOM.

Could you please bring to your next Council Agenda.

Enjoy the day!

*Monica L. Hawkins, AMCT
 Clerk,
 Municipality of East Ferris,
 390 Hwy #94,
 Corbeil, ON PoH 1K0
 Office: 705-752-2740
 Fax: 705-752-2452
 e-mail: monica.hawkins@eastferris.ca
 website: www.eastferris.ca*



- File ☒ Incoming ☐ Other
- Mayor ☐
- Council ☒ ☐ A
- CAO ☐
- Building ☐
- Finance ☐ S ☐ C
- Ec Dev ☐ S ☐ C
- Parks & Rec ☐ S ☐ C
- Planning ☐ S ☐ C
- Public Wks ☐ S ☐ C
- PPP ☐
- Social Services ☐
- ☐ Information Column

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY

390 Hwy. 94
CORBEIL, ONTARIO
POH 1K0



TEL.: 705-752-2740
FAX: 705-752-2452
email: municipality@eastferris.ca

October 29, 2018

Municipality of Calvin,
Township of Bonfield,
Township of Chisholm,
Municipality of Temagami,
Township of Mattawan,
Municipality of West Nipissing,
Township of Papineau-Cameron,
Town of Mattawa, and
Township of South Algonquin

Dear Mayor and Council Members:

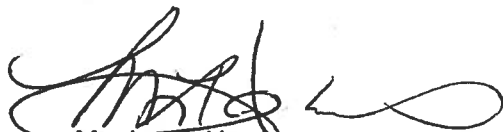
RE: Representative on FONOM Board of Directors

The Municipality of East Ferris is requesting your support for the re-appointment of Councillor Terry Kelly to the Board of Directors of FONOM for the next Board Term (2019/2020) to represent the Municipality of Calvin, the Township of Bonfield, the Municipality of East Ferris, the Township of Chisholm, the Municipality of Temagami, the Township of Mattawan, the Municipality of West Nipissing, the Township of Papineau-Cameron, the Town of Mattawa and the Township of South Algonquin in the District of Nipissing.

If you would like to support Councillor Kelly's re-appointment to the FONOM Board, please forward a formal Council resolution to the FONOM office by email fonom.info@gmail.com as indicated on their correspondence dated October 25th, 2018.

Thank you for your Municipality's continued support.

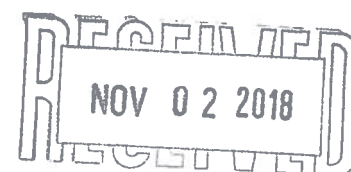
Sincerely,


Monica L. Hawkins,
Clerk

11730


John Vanthof

MPP/député Timiskaming-Cochrane



Oct 29, 2018

Municipality of Temagami
 Box 220
 Temagami, Ontario
 POH 2H0

Dear Mayor O'Mara and Council;

As the MPP for Timiskaming-Cochrane, it is my pleasure to write this letter of congratulations to the newly elected mayor and council of the Municipality of Temagami.

Over the next four years, many of the challenges and opportunities your council will engage may involve the Provincial Government Ministries & Ministers that I deal with on a daily basis. My role as MPP involves serving the constituents of this riding and advocating on behalf of the municipalities where those constituents live, work and play. If there are issues arising that are Provincial in nature, my office can work with you to find a suitable resolution.

I look forward to working with you over the next four years.

Sincerely,

John Vanthof, MPP Timiskaming-Cochrane

File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ☐ A
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☐
☐ _____
☐ _____

Queen's Park - Room/Bureau 156, Main Legislative Building/Édifice de l'Assemblée législative, Queen's Park, Toronto, ON, M7A 1A5 • Tel/Tél. : 416-325-2000 • Fax/Télécop. : 416-325-1999 • email/cour. : jvanthof-qp@ndp.on.ca

Community Office - Pinewoods Center, 247 avenue Whitewood Ave., Unit/Unité 5, Temiskaming Shores, • Tel/Tél. : 705-647-5995 • Fax/Télécop. : 705-647-1976 • toll free/sans frais : 1-888-701-1105 • email/cour. : jvanthof-co@ndp.on.ca **Mailing Address** - PO Box 398, New Liskeard, ON, P0J 1E0



11740



November 20, 2018

To the Head & Members of Council:

Pursuant to Policy B-008 of the Ontario Good Roads Association, the Nominating Committee shall report to the Annual Conference its nominations for directors.

The OGRA Board of Directors is committed to achieving a diverse leadership team. We encourage women and individuals from diverse backgrounds to put their names forward for these positions.

The following members will serve on the 2019-2020 Board of Directors in the following capacity:

President	Rick Kester , CAO, City of Belleville
1 st Vice-President	Rick Harms , Project Engineer, City of Thunder Bay
2 nd Vice-President	Dave Burton , Mayor, Municipality of Highlands East
Immediate Past President	Chris Traini , County Engineer, County of Middlesex
Directors	Paul Ainslie , Councillor, City of Toronto
	Antoine Boucher , Director of Public Works & Engineering, Municipality of East Ferris
	Steven Kodama , Director, Transportation Services, City of Toronto
	Bryan Lewis , Councillor, Town of Halton Hills
	Paul Schoppmann , Mayor, Municipality of St.-Charles
	Michael Touw , Manager of Operations, County of Peterborough

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ I ☐ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

Those nominated by the Nominating Committee shall be selected from OGRA's municipal or First Nations membership pursuant to the requirements for geographic representation contained in Section 12 of the Constitution, and so far as possible meeting the criteria established in Policy B-008. A full copy of the Constitution can be viewed on the OGRA web-site. **Those elected shall serve for a two (2) year term ending on February 24, 2021.**

The following vacancies need to be filled:

South West Zone	Two (2) Vacancies
South Central Zone	Two (2) Vacancies
Northern Zone	One (1) Vacancy

The Southwest Zone consists of the municipalities in and including the Counties of Brant, Bruce, Elgin, Essex, Haldimand, Huron, Lambton, Middlesex, Norfolk, Oxford, and Perth, the municipality of Chatham-Kent, and municipalities in and including the Regional Municipality of Waterloo.



The South Central Zone consists of the municipalities in and including the Counties of Dufferin, Grey, Simcoe, and Wellington, and municipalities in and including the Regional Municipalities of Durham, Halton, Niagara, Peel and York, and the City of Hamilton.

The Northern Zone consists of the municipalities in the Districts of Algoma, Cochrane, Kenora, Manitoulin Island, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming; municipalities in and including the District of Muskoka and the City of Greater Sudbury.

Any member of Council or a permanent full time staff from an OGRA member municipality or First Nations interested in being considered as a candidate for a position on the Board of Directors must complete the attached Nomination Consent form and submit it along with their résumé to the attention of the Chair of the Nominating Committee by no later than **December 21, 2018** at 2:00 p.m. Fax your information to 289-291-6477, e-mail to info@ogra.org or mail to OGRA, 1525 Cornwall Road, Unit 22, Oakville, Ontario L6J 0B2

The Nominating Committee will meet in January to recommend a slate of candidates to the membership. The members of the Committee are:

Chair: Ken Laupé, Immediate Past President
Vice Chair: Robert Burlie, OGRA Past President
Members: Paul Ainslie, OGRA Director
Dave Burton, OGRA 3rd Vice-President
Paul Schoppmann, OGRA Director

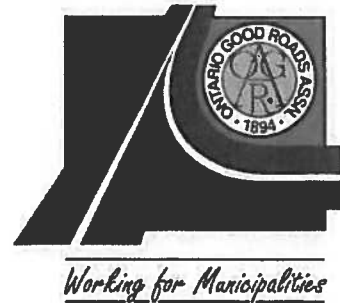
Any questions regarding the Nomination process or serving on the Board of Directors can be directed to the undersigned at joe@ogra.org.

Yours truly,

J. W. Tiernay,
Executive Director

c: Ken Laupé, Chair, Nominating Committee

Ontario Good Roads Association
Board of Directors
Nomination and Consent Form



We hereby nominate the following to the Board of Directors of the Ontario Good Roads Association for the 2019/21 term of office (2 year term):

Name of Candidate

Name: _____

Position: _____

Municipality: _____

Moved by: _____

Seconded by: _____

(Candidates must be nominated by two eligible members of OGRA. A resolution of Council is acceptable but not mandatory)

Candidate Consent

The candidate nominated above must sign below indicating they consent to the Nomination and agree to let their name stand for office.

I, _____ hereby consent to the Nomination
(Name of Candidate)
to the Board of Directors of the Ontario Good Roads Association.

Signature

Date

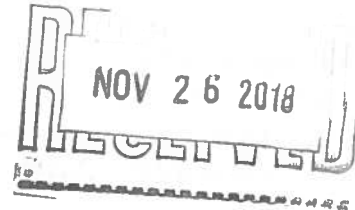
Submit completed form and candidate's résumé by fax or e-mail to the attention of Ken Lauppe, Chair, OGRA Nominating Committee
Fax: 289-291-6477
E-mail: info@ogra.org



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-314-6331

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-314-6331

File ☐ Incoming ☐ Other
Mayor ☐
Council ☒ ☐ ☐
CAO ☒
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐



November 20, 2018

Dear Head of Council (elect):

Recently, Ontario's Government for the People moved to a new cannabis retail model to meet our key priorities of combatting the illegal market and keeping our children and communities safe.

Today, the Province is beginning the fulfillment of its commitment to provide \$40 million in funding over two years to municipalities to help with the implementation costs of recreational cannabis legalization.

The Ontario Cannabis Legalization Implementation Fund (OCLIF) will be distributed as follows:

- In early January, the first payment of \$15 million will be made to all municipalities on a per household basis, adjusted so that at least \$5,000 is provided to each municipality. This will enable all municipalities to proceed with their planned legalization activities.
- A second payment of \$15 million will then be distributed following the deadline for municipalities to opt-out under the *Cannabis Licence Act*, which is January 22, 2019.
 - Municipalities that have not opted-out as of January 22, 2019 will receive funding on a per household basis, adjusted so that at least \$5,000 is provided to each municipality. This funding will support initial costs related to hosting retail storefronts.
 - Municipalities that have opted-out will receive only a second \$5,000 each.
- The Province is setting aside \$10 million of the municipal funding to address costs from unforeseen circumstances related to the legalization of recreational cannabis, and priority will be given to municipalities that have not opted-out. Further details will be provided at a later date.

.../cont'd

- Finally, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds \$100 million, the Province will provide 50 per cent of the surplus only to municipalities that have not opted-out as of January 22, 2019.

Our government is committed to respecting taxpayers and their hard-earned money. We believe municipalities have an obligation to do likewise.

As such, municipalities must use this funding to address the costs that directly relate to the legalization of recreational cannabis. Examples of permitted costs include:

- increased enforcement (e.g. police, public health and by-law enforcement, court administration, litigation);
- increased response to public inquiries (e.g. 311 calls, correspondence);
- increased paramedic services;
- increased fire services; and
- by-law / policy development (e.g. police, public health, workplace safety policy).

Lower-tier and upper-tier municipalities will receive a 50/50 split of the allocation. The household numbers will be split between the upper- and lower-tier, and the allocation calculated accordingly. Decisions to adjust the split in allocation and transfer funding can be made at the local level as needed. Upper-tier municipalities will receive funding in relation to opt-out decisions made by the lower-tier municipality.

The Deputy Minister of Finance will write to your Treasurer with further details on the administration of this funding and attach each municipality's specific allocation notice.

To assess the impact of the funding, the Association of Municipalities of Ontario and the City of Toronto have been asked to work with the Ministry of Finance to establish a process by which a sample group of municipalities can assess the use and impact of these funds. More information on this process will be provided at a later date.

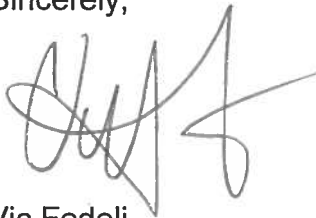
Our government is committed to building a retail system for cannabis sales that will help eliminate the illegal market and is safe and reliable with rules that keep cannabis out of the hands of children and youth, while keeping our roads safe. Complementary to this municipal funding, the Province continues to do the following:

.../cont'd

- Increase the capacity of law enforcement to help detect drug impaired driving through training. The Province has also created a specialized legal team to support drug impaired driving prosecutions, increased capacity at the province's Centre of Forensic Sciences, and has created a Cannabis Intelligence Coordination Centre.
- Support local boards of health (public health units) by providing a suite of tools and resources for enforcement of the *Smoke-Free Ontario Act, 2017*, which includes rules for smoking and vaping of cannabis.
- Conduct an integrated public awareness campaign to communicate the rules and regulations for recreational cannabis and educate Ontarians about the health and safety measures in place to protect them.

We appreciate the efforts of municipalities in the implementation of the federal government's legalization of cannabis and look forward to continuing to work together.

Sincerely,



Vic Fedeli
Minister of Finance

- c: The Honourable Caroline Mulroney, Attorney General
The Honourable Steve Clark, Minister of Municipal Affairs and Housing
Paul Boniferno, Deputy Attorney General
Greg Orenacsak, Deputy Minister of Finance
Laurie LeBlanc, Deputy Minister of Municipal Affairs and Housing
Renu Kulendran, Ontario Legalization of Cannabis Secretariat, Ministry of Attorney General
Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project, Ministry of Finance
Kate Manson-Smith, Assistant Deputy Minister, Local Government and Planning Policy Division, Ministry of Municipal Affairs and Housing
Dan Miles, Chief of Staff

Corporation of the Township of Chisholm

Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0

Telephone (705)724-3526 - Fax (705)724-5099

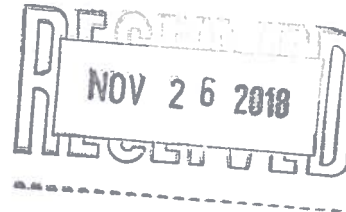
info@chisholm.ca

Leo Jobin, Mayor

Lorena Thompson, Deputy Clerk-Treasurer

November 19, 2018

Municipality of East Ferris
390 Hwy. 94
Corbeil, Ontario
P0H 1K0



File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ I ☐ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

Attention: Monica Hawkins, Clerk

Dear Monica,

Re: Representative on FONOM Board of Directors

The Council of the Corporation of the Township of Chisholm, at its regular meeting held on Tuesday, November 13, 2018, passed Resolution No. 2018-319, supporting the resolution put forward by the Municipality of East Ferris for the reappointment of Councillor Terry Kelly to the Board of Directors of FONOM for the next Board Term (2019/2020) representing the Municipality of Calvin, The Township of Bonfield, the Municipality of East Ferris, the Township of Chisholm, the Municipality of Temagami, the Township of Mattawan, the Municipality of West Nipissing, the Township of Papineau-Cameron, the Town of Mattawa and the Township of South Algonquin in the District of Nipissing.

Yours truly,

Lorena Thompson, A.M.C.T.
Deputy Clerk-Treasurer

LT/mm
Encl.

c.c. Municipality of Calvin
Municipality of Temagami
Township of Mattawan
Municipality of West Nipissing
Township of Papineau-Cameron
Town of Mattawa
Township of South Algonquin
Township of Bonfield

**THE CORPORATION OF THE
TOWNSHIP OF CHISHOLM**

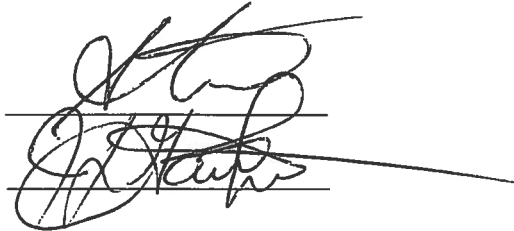
2847 Chiswick Line, R.R. # 4, Powassan, Ontario, P0H 1Z0

RESOLUTION

November 13th, 2018 Session, No. 319

Moved by

Seconded by



Be it resolved that the Council of the Corporation of the Township of Chisholm supports a resolution put forward by the Municipality of ~~East~~^{East} Ferris for the re-appointment of Councillor Terry Kelly to the Board of Directors of FONOM for the next Board Term (2019/2020) to represent the Municipality of Calvin, The Township of Bonfield, the Municipality of East Ferris, the Township of Chisholm, the Municipality of Temagami, the Township of Mattawan, the Municipality of West Nipissing, the Township of Papineau-Cameron, The Town of Mattawa and the Township of South Algonquin in the District of Nipissing.

CERTIFIED TRUE COPY



CARRIED

Mayor



RECORDED VOTE

For Against

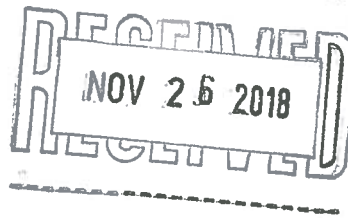
Mayor Leo Jobin	_____	_____
James Gauthier	_____	_____
Chris Jull	_____	_____
Walter Ross	_____	_____
Nunzio Scarfone	_____	_____

**DECLARATION OF PECUNIARY
INTEREST**

Mayor Leo Jobin	_____
James Gauthier	_____
Chris Jull	_____
Walter Ross	_____
Nunzio Scarfone	_____

Dan O'Mara
Mayor Elect, Municipality of Temagami
Welcome Centre, Lakeshore Dr.
P.O.Box 220
Temagami, Ontario P0H 2H0

November 16, 2018



File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☐ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

Dear Mayor Elect Dan O'Mara and Council:

I would like to take this opportunity to congratulate you on your recent election to Council in the Municipality of Temagami.

Union Gas is a long-standing partner in more than 400 communities across Ontario and we are deeply committed to the places we work and live. As a natural gas utility with more than a century of experience, we understand and value public service, and I would like to thank you for the commitment you have made to work hard for the residents of your community over the coming term.

We also work hard to make a difference in the communities we serve in a variety of ways, including delivering safe, reliable and affordable natural gas services, energy efficiency and low-income programs and a wide range of community and charitable efforts. These efforts would not be possible without the support of our many community partners, including elected representatives from all levels of government, and we look forward to working with you.

Beyond our deep municipal partnership with your community, we take pride in our financial commitment to your community as the only utility paying property taxes on every meter of our infrastructure. Union Gas contributes over \$17,619.79 annually to your municipality, revenue that helps support important services.

Should you or your staff have any questions or require any information regarding our operations, or on any energy-related matter, please do not hesitate to contact me. You can be assured of our enthusiasm and co-operation.

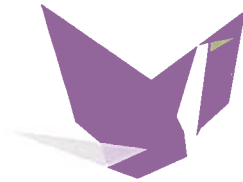
Once again, congratulations and best wishes for a successful and productive term.

Sincerely,

Chris Minor
Northeast District Manager
705-475-7914
cminor@uniongas.com

41 Ramsey Lake Road
Sudbury, Ontario P3E 5J1

41, chemin du lac Ramsey
Sudbury (Ontario) P3E 5J1



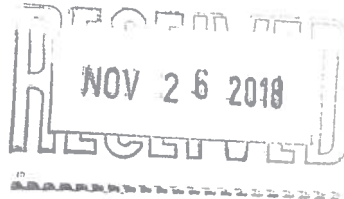
Northern
Cancer
Foundation

Fondation
du Nord
en cancérologie

705.523.4673
705.523.7302

www.ncfsudbury.com

11744



November 13, 2018

The Corporation of The Municipality of Temagami
Box 220
Temagami, ON P0H 2H0

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ I ☐ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____

Dear Friends:

On behalf of the Northern Cancer Foundation we would like to thank you for your \$6000.00 donation towards a Positron Emission Tomography (P.E.T.) scanner.

Community support is a key factor in bringing a P.E.T. Scanner to Sudbury. It is an essential diagnostic tool, that will help our oncologists select the most appropriate treatment and could one day lead to advancements in the systemic and radiation treatment.

Thank you for supporting Sam Bruno's dream and helping future patients get access to this vital equipment close to home.

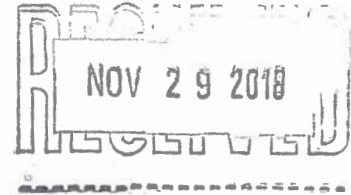
Sincerely,


Tannys Laughren
Executive Director
Northern Cancer Foundation

Thank you -
very exciting to
see the construction
hopping!
/Tann

11745

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☐ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____



Thank you for your support and
donation for the fifteenth annual
Kinmy and Tracy memorial
baseball tournament.

Renaud and Haurieau

Families
Sorry I'm late. just wanted to say it
was much appreciated all the help from
the municipality and Public Works.
Joan Dady Wendy Neale



Hallmark

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WELL-MANAGED FORESTS
PRODUCED IN CHINA



Her Honour
the Honourable Elizabeth Dowdeswell
Lieutenant Governor of Ontario
invites you to the

**Lieutenant Governor's
2019 New Year's Levee**

Tuesday, the first of January
from noon to two o'clock

Lieutenant Governor's Suite
Queen's Park, Toronto

All are welcome!



Son Honneur
l'honorable Elizabeth Dowdeswell
lieutenant-gouverneure de l'Ontario
vous invite à la

**Réception du Nouvel An 2019
de la lieutenant-gouverneure**

Le mardi 1^{er} janvier
de midi à 14 heures

Appartements du lieutenant-gouverneur
Queen's Park, Toronto

Tous sont les bienvenus!

11746

File ☒ Incoming ☐ Other
Mayor ☐
Council ☒ ☐ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
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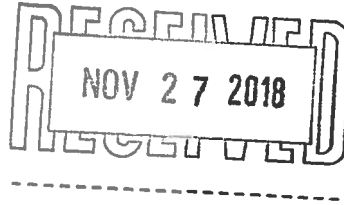
NOV 26 2018

From: Sabrina Pandolfo
Sent: Tuesday, November 27, 2018 3:52 PM
To: craig.d
Cc: Roxanne St. Germain
Subject: FW: 2017-2018 Chief Drinking Water Inspector Annual Report Now Available/ Publication du Rapport annuel 2017-2018 de l'inspectrice en chef de l'eau potable

Should this go into incoming?

Sabrina Pandolfo
 Special Projects Coordinator
 Municipality of Temagami

705-569-3421 ext. 207



File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ☐ A
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☐

From: Water, Drinking (MECP) [mailto:Drinking.Water@ontario.ca]
Sent: Tuesday, November 27, 2018 3:08 PM
To: Sabrina Pandolfo <projects@temagami.ca>
Subject: 2017-2018 Chief Drinking Water Inspector Annual Report Now Available/ Publication du Rapport annuel 2017-2018 de l'inspectrice en chef de l'eau potable

The Ministry of the Environment, Conservation and Parks has released the 2017-2018 Chief Drinking Water Inspector Annual Report.

This report highlights efforts to provide the people of Ontario with high quality drinking water that is among the best protected in the world.

Visit Ontario's Open Data Catalogue to see our supporting Drinking Water Quality and Enforcement data.

 Le ministère de l'Environnement, de la Protection de la nature et des Parcs a publié le Rapport annuel 2017-2018 de l'inspectrice en chef de l'eau potable.

Ce rapport souligne les efforts qui sont déployés pour fournir à la population de l'Ontario de l'eau potable de grande qualité, l'une des mieux protégées au monde.

Consulter le Catalogue de données ouvertes de l'Ontario pour voir nos données sur la qualité de l'eau potable et l'application des règlements.



2017-2018 Chief Drinking Water Inspector Annual Report

Get information on the performance of our regulated drinking water systems and laboratories, drinking water test results, and enforcement activities and programs.

Message from the Chief Drinking Water Inspector

I am pleased to report that Ontario's drinking water is once again among the best protected in the world. The 2017-18 annual drinking water report shows how key actions are keeping Ontario's drinking water clean and safe.

In 2017-2018:

- 99.8% of the more than half a million drinking water test results from municipal residential drinking water systems met Ontario's drinking water quality standards.
- 99.8% of 659 municipal residential drinking water systems received an inspection rating indicating compliance of over 80% with Ontario's regulations. Seventy-five per cent of systems inspected had a perfect rating of compliance.
- 95.6% of the over 87,000 test results met Ontario's standard for lead in drinking water at schools and child care centres. When looking at flushed samples only, this number increases to 97.6%.
- 6,937 operators were certified to run drinking water systems.
- Eight drinking water systems and two drinking water testing laboratories were convicted and fined \$314,500.

More detailed information on the 2017-18 results can be found on the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page of the [Open Data Catalogue](https://www.ontario.ca/search/data-catalogue) (<https://www.ontario.ca/search/data-catalogue>).

This report includes:

- Information on drinking water test results
- Inspections of drinking water systems and laboratories
- Compliance and enforcement actions taken
- An update from Dr. David C. Williams, the Chief Medical Officer of Health for Ontario, on the performance of regulated small drinking water systems

Ontario uses a risk-based approach to regulate drinking water systems. This means that we identify and evaluate problems and then rank them in order of importance so that we can focus resources on the ones that are most urgent first. We work with partners such as municipalities, local source protection committees and the Ministry of Health and Long-Term Care and apply a variety of tools to help ensure drinking water is protected while not burdening regulated stakeholders.

Providing safe, high quality drinking water to people across Ontario is a vital undertaking and requires skill, expertise and effective working relationships. Through our continued collaborations, we will help ensure that the province's drinking water remains safe and clean for the people of Ontario.

Mili New

Chief Drinking Water Inspector (Acting)

Ministry of the Environment, Conservation and Parks

Introduction

Drinking water systems in Ontario are regulated by the Ministry of the Environment, Conservation and Parks and the Ministry of Health and Long-Term Care.

The Ministry of the Environment, Conservation and Parks regulates:

- Municipal residential drinking water systems that are owned by municipalities and serve homes and businesses.
- Non-municipal, privately owned drinking water systems serving year-round residential facilities, such as apartment buildings, condominiums, private subdivisions or trailer parks.
- Drinking water systems that service designated facilities such as children's camps and senior care homes that are not connected to municipal systems.

The Ministry of the Environment, Conservation and Parks does not regulate drinking water from private wells. Home owners that receive their drinking water from a private well on their property can find information about their responsibilities at Wells on your property (<https://www.ontario.ca/page/wells-your-property>).

The Ministry of Health and Long-Term Care regulates:

- Small drinking water systems that provide drinking water to the public where no municipal drinking water system exists, such as restaurants, bed and breakfasts, campgrounds and other public settings.

Ontario's drinking water protection framework

The government uses a number of tools and processes to help prevent contamination, detect and address drinking water quality issues and take other actions. These tools and processes include:

Source-to-tap focus

- Safeguards are in place to address risks to the quality of drinking water, and identify potential issues before problems occur.

Strong laws and regulations

- The *Safe Drinking Water Act* (<https://www.ontario.ca/laws/statute/02s32>), the *Clean Water Act* (<https://www.ontario.ca/laws/statute/06c22>), the *Health Protection and Promotion Act* (<https://www.ontario.ca/laws/statute/90h07>) and their regulations help form the foundation for the drinking water protection framework.

Health-based standards for drinking water

- Standards are based on science, and are regularly reviewed to provide protection.

Regular and reliable testing

- Licensed and eligible laboratories test hundreds of thousands of drinking water samples from the regulated systems to help ensure that drinking water quality meets Ontario's health-based standards.

Swift, strong action on Adverse Water Quality Incidents

- The government oversees, monitors and takes action if an event such as an adverse test result occurs.

Mandatory licensing, operator certification and training requirements

- Licensed municipal drinking water systems, trained and certified drinking water system operators and municipal drinking water system owners across the province are a component of the protection framework.

A multi-faceted compliance improvement toolkit

- The toolkit includes providing information to increase understanding to enable informed and effective actions, targeted inspections to confirm compliance and, where necessary, enforcement actions to address significant non-compliance issues. All efforts are targeted based on the level of risk posed.

Partnership, transparency and public engagement

- The ministry works with partners to deliver safe drinking water to the people of Ontario.
- The ministry produces the Chief Drinking Water Inspector's and the Minister's annual reports on drinking water.
- Data, information and test results from drinking water systems and facilities, is available on Ontario's Open Data Catalogue.

Source water protection in Ontario

Ontario communities rely on safe and clean drinking water that can be passed onto future generations. Preventing the contamination and depletion of our lakes, rivers and groundwater sources is an important first step in protecting drinking water.

That's why 19 local source protection committees were formed across Ontario with representatives from municipalities, First Nations, industry, the farming community and the general public. These committees identified local activities that could pose a risk to their municipal water supplies and developed source protection plans to address those risks.

These local plans cover an area where over 95% of Ontarians live. Plans are being carried out and

Ontarians are kept informed on progress annually.

In the summer of 2018, further improvements were made to Ontario's source protection program. A new regulation entitled the *Municipal Residential Drinking Water Systems in Source Protection Areas (O. Reg. 205/18)* (<https://www.ontario.ca/laws/regulation/r18205>) under the *Safe Drinking Water Act* (<https://www.ontario.ca/laws/statute/02s32>) came into effect to ensure source protection planning is in place for new and expanding municipal drinking water systems, before water is treated for public use.

Drinking water quality standards

Ontario's strict health-based standards help ensure high quality drinking water is delivered from the source to the consumer. These standards, covering microbiological organisms and chemical and radiological substances, are listed in the *Ontario Drinking Water Quality Standards regulation (O. Reg. 169/03)* (<https://www.ontario.ca/laws/regulation/030169?search=e+laws>) under the *Safe Drinking Water Act* (<https://www.ontario.ca/laws/statute/02s32>).

The province regularly updates its drinking water quality standards to reflect the most recent scientific findings. They are developed based on the Canadian Drinking Water Guidelines, which are created by a joint committee made up of federal, provincial and territorial governments. The committee uses a risk-based process to assess scientific data and the risks posed by contaminants to human health to create the guidelines.

Following public consultation, the government turns these guidelines into provincial law by adopting them as standards in regulations. Provincial drinking water standards are only changed when necessary, which helps to ensure that the province is not imposing unnecessary regulatory burden or costs on taxpayers.

Microbiological standards

Ontario's drinking water quality standards include microbiological parameters. If organisms such as total coliforms and *Escherichia coli* (*E. coli*) bacteria are found in drinking water, the owner and operator of that system must report it and take action to fix the issue.

Chemical and radiological standards

Ontario's drinking water quality standards also establish the maximum allowable concentration of chemicals that can be present in drinking water. However, some adverse chemical test results may be due to naturally occurring deposits in the soil such as barium, fluoride or selenium.

In some parts of the province, naturally occurring radiological deposits such as uranium can also be present. In these areas, municipal residential drinking water systems are required to sample for these radiological parameters. No other drinking water systems are required to test for radiological parameters.

Overview of Ontario's requirements for the operation of a drinking water system

The ministry requires owners and operators of drinking water systems to treat the water and conduct regular monitoring and sampling. They must report any adverse water quality incidents to the ministry and the local medical officer of health. Drinking water systems are also inspected by the ministry. Routine

inspections assure the public that owners and operators of drinking water systems are fulfilling their legislated obligations. During an inspection, ministry staff evaluate requirements such as the operation of the treatment system, policy and procedures, sampling and monitoring, operator certification reporting and corrective actions.

Operational parameters such as chlorine levels, the cloudiness of the water (i.e. turbidity) and filter performance are routinely monitored on site by operators to ensure the effectiveness of the treatment. Owners and operators must also submit drinking water samples to licensed laboratories for testing. Laboratories test the samples to determine whether levels of specific contaminants in the water exceed Ontario Drinking Water Quality Standards. The ministry inspects these laboratories including their policy and procedures, methodology, document and record keeping practices and reporting.

Overview of Ontario's inspection program for drinking water systems

Municipal residential drinking water systems

Inspections of these systems occur over a five-year cycle. The ministry conducts a detailed inspection of these drinking water systems once in five years. In the other four years, the ministry conducts targeted inspections that examine key areas of the drinking water system. If the ministry finds a major violation during a targeted inspection, the ministry will conduct a detailed inspection. This approach allows the ministry to focus resources on higher risk systems and rewards systems with good operational performance by reducing burden.

Non-municipal year-round residential drinking water systems and systems serving designated facilities

The ministry conducts proactive, risk-based inspections of these drinking water systems. When considering which systems to inspect, the ministry assesses factors such as compliance history, the number and reasons for adverse water quality incidents and recommendations made by local public health units.

Summary of Ontario's drinking water test results

The Ministry of the Environment, Conservation and Parks regulates three types of drinking water systems:

- Municipal residential drinking water systems
- Non-municipal year-round residential drinking water systems
- Systems serving designated facilities

The drinking water test results show the quality of drinking water produced by Ontario's three regulated system types is high.

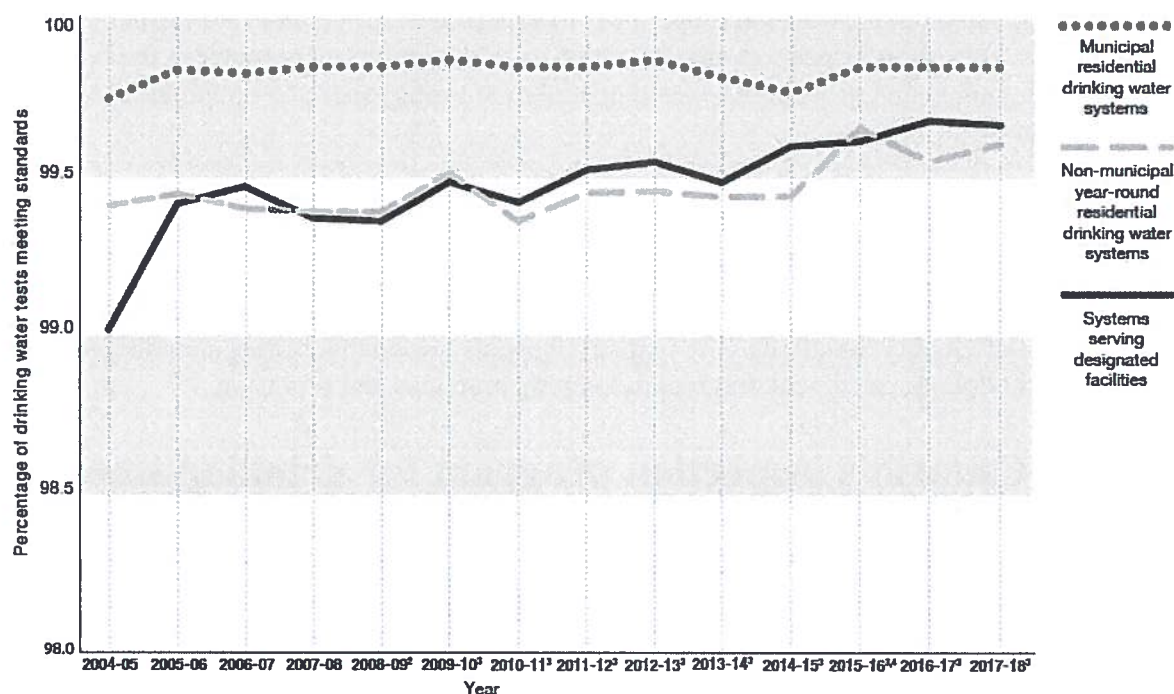


Figure 1 : Trends in percentage of drinking water tests meeting Ontario Drinking Water Quality Standards, by type of facility

[Figure 1 description]

A chart showing trends in percentage of drinking water tests meeting standards for municipal residential drinking water systems, non-municipal year-round residential drinking water systems and systems serving designated facilities over 14 years. The trend is consistent for all 3 system types showing that over 99% of drinking water test results since 2004-05 have met standards.

For municipal residential drinking water systems, the percentage of drinking water test results meeting standards ranged from 99.74% in 2004-05 to 99.84% in 2017-18.

For non-municipal year-round drinking water systems, the percentage of drinking water test results meeting standards ranged from 99.41% in 2004-05 to 99.53% in 2017-18.

For systems serving designated facilities, the percentage of drinking water test results meeting standards ranged from 99.06% in 2004-05 to 99.67% in 2017-18.

Notes for Figure 1:

¹ There were slight variations in the methods used to tabulate the percentages year-over-year due to regulatory changes and different counting methods.

² Lead results were not included as they were reported separately.

³ Lead distribution results were included but lead plumbing results were reported separately.

⁴ The total trihalomethanes running annual average calculation changed part way through fiscal

year 2015-16.

Adverse water quality incidents

The majority of test results from these systems show that the drinking water is safe. However, adverse water quality incidents happen when the test results do not meet the Ontario Drinking Water Quality standards or a drinking water system experiences an operational issue. Operational issues may include insufficient disinfection or equipment malfunction.

If an adverse result is identified at a laboratory, the laboratory must immediately notify the owner or operator of the system, the ministry’s Spills Action Centre and the local Medical Officer of Health.

The owners or operators of the drinking water system must also immediately notify the ministry’s Spills Action Centre and the local Medical Officer of Health. This duplication of reporting is a key component of the drinking water protection framework and helps to ensure all appropriate actions are taken.

An adverse water quality incident does not necessarily mean that the water is a risk to the consumer. It means that a potential problem has been identified and corrective actions must be taken to resolve the problem. Ministry staff and local public health units work with affected system owners and/or operators to resolve the issue. This could include resampling and retesting or fixing the operational issues.

If there is concern that the water may not be safe for public consumption, the local Medical Officer of Health may issue a drinking water advisory. Advisories that last for a minimum of 12 consecutive months are considered to be long-term advisories.

Municipal residential drinking water systems

These systems supply drinking water to more than 80% of Ontario’s population. Test results show that they continue to provide high quality drinking water to communities across the province.

In 2017-18:

- 99.84% of the 518,917 drinking water test results from 660 municipal residential drinking water systems met the standards.
- The total number of drinking water test results can be broken down as follows:
 - 99.85% of 460,143 test results met the microbiological standards (see Table 1).
 - 99.76% of 58,768 test results met the chemical standards.
 - 100% of six test results met the radiological standards.

Table 1: Breakdown of microbiological test results for municipal residential drinking water systems in 2017-18

Drinking water facility type	Parameter	Number of test results	Number of test results meeting standards	Number of adverse test results	Number of systems with adverse test results	Percentage of test results meeting Ontario’s Drinking Water Quality Standards
Municipal	E. coli	229,992	229,955	37	30	99.98

Drinking water facility type	Parameter	Number of test results	Number of test results meeting standards	Number of adverse test results	Number of systems with adverse test results	Percentage of test results meeting Ontario's Drinking Water Quality Standards
residential systems						
Municipal residential systems	Total coliform	230,151	229,505	646	196	99.72
Total	E. coli and total coliform	460,143	459,460	683	196	99.85

For more details on chemical and radiological test results, please visit the [Drinking Water Quality and Enforcement \(https://www.ontario.ca/data/drinking-water-quality-and-enforcement\)](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) page on the Open Data Catalogue.

In 2017-18, 1,357 adverse water quality incidents occurred at 378 systems and no new long-term advisories were reported.

Treated drinking water from Ontario's municipal drinking water systems is regularly tested for a number of contaminants, including lead. Treated water that leaves these systems has lead levels within Ontario's Drinking Water Quality Standard. However, any corrosion that exists in older distribution pipes, home service lines and plumbing may result in elevated lead levels at the tap.

The Lynden Drinking Water System has been under a long-term drinking water advisory since 2012-13 as a result of re-occurring high lead test results. Although the test results have remained below the Ontario Drinking Water Quality Standard since the issue first occurred, the advisory will remain in place until lead concentrations in the drinking water supply are stable. The municipality continues to assess and rectify the source of lead, offer residents on-tap filters certified for lead reduction, and search for an alternate water source.

Looking at the province as a whole, test results for lead in drinking water samples taken from taps (i.e. plumbing) in home and businesses supplied by municipal systems indicate that the majority continued to meet the Ontario standard. The table below shows that over 96% of tests in 2017-18 met the standard (Table 2).

Table 2: Summary of drinking water test results for lead in plumbing for municipal residential drinking water systems in 2017-18

Drinking water facility type	Parameter	Number of results	Number of lead exceedances	Number of systems with lead exceedances	Percentage of test results meeting standards
Municipal residential systems	Lead in plumbing [2]	5,090	169	26	96.68

Where lead levels exceed the provincial standard for municipal residential drinking water systems,

owners/operators are required to develop a strategy to reduce lead levels. These may be comprised of one or more tactics including:

- A corrosion control plan which may include the addition of a corrosion inhibitor to the treated water or the adjustment of the pH of the treated water.
- Replacement of lead service lines.
- Upgrades to a treatment plant.
- Public education and outreach to encourage homeowners to replace fixtures and plumbing that contain lead.

As of 2010-11, the ministry directed 20 municipalities to prepare strategies to control lead levels in drinking water. Since that time, eight municipalities have implemented their lead control strategies:

- Six completed implementing their corrosion control plans.
- Two have completed replacement of their lead service lines.

Twelve municipalities continue to make significant progress in addressing their lead issues:

- Four completed implementing their corrosion control plans and are replacing lead service lines.
- Two are in the process of implementing their corrosion control plans.
- Six are replacing lead service lines.

No additional municipal residential drinking water systems prepared lead control strategies in 2017-18.

The province inspects all municipal residential drinking water systems at least once a year to verify whether the owners and operators are complying with Ontario's regulatory requirements in the operation of their systems. In 2017-18, ministry staff inspected all 659 [3] systems.

An inspection rating is assigned to the system to indicate how well the operation of the system complied with regulatory requirements. Of the 659 inspections conducted, 99.8% received an inspection rating higher than 80% and 75% scored 100%.

When there are problems in the operation of a system, the ministry will work with the owners and operators to resolve it if the problem is not a major one or issue an order that directs the owners of the system to address the situation if it is. In 2017-18, when ministry inspectors observed any violations of regulatory requirements during inspections or as follow-ups to adverse water quality incidents, they worked with the owners and operators to bring the systems into compliance. No orders were issued to these municipal systems.

The Drinking Water Quality and Enforcement (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) webpage on the Open Data Catalogue provides additional details on these systems.

Non-municipal year-round residential drinking water systems

These are standalone, privately-owned systems that supply water on a year-round basis to six or more residences (e.g. trailer parks, apartments, condominium units, townhouses). In 2017-18, 460 of them were registered with the ministry.

In 2017-18:

- 99.53% of the 43,025 drinking water test results from 442 [4] non-municipal year-round residential drinking water systems met the standards.
- The total number of drinking water test results can be broken down as follows:
 - 99.61% of 31,389 test results met the microbiological standards (see Table 3).
 - 99.33% of 11,636 test results met the chemical standards.

Table 3: Breakdown of microbiological test results for non-municipal year-round residential drinking water systems in 2017-18

Drinking water facility type	Parameter	Number of test results	Number of test results meeting standards	Number of adverse test results	Number of systems with adverse test results	Percentage of test results meeting Ontario's Drinking Water Quality Standards
Non-municipal year-round residential systems	E. coli	15,694	15,680	14	9	99.91
Non-municipal year-round residential systems	Total coliform	15,695	15,586	109	62	99.31
Total	E. coli and total coliform	31,389	31,266	123	62	99.61

For more details on chemical test results, please visit the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page on the Open Data Catalogue.

In 2017-18, 192 systems reported 428 adverse water quality incidents including both operational issues that occurred at the system and adverse test results. Reports of adverse water quality incidents do not necessarily mean that the drinking water supplied by the system is unsafe for consumption. Regardless, owners and operators must take corrective actions to address all incidents.

Like municipal residential drinking water systems, the *Drinking Water Systems regulation (O. Reg. 170/03)* (<https://www.ontario.ca/laws/regulation/030170>) requires owners and operators of these systems to test samples of drinking water taken from the plumbing system of the private residences for lead to see if there are any exceedances. In 2017-18, the vast majority of test results met the standard for lead (see Table 4).

Table 4: Summary of drinking water test results for lead in plumbing for non-municipal year-round residential drinking water systems in 2017-18.

Drinking water facility type	Parameter	Number of results	Number of lead exceedances	Number of systems with lead exceedances	Percentage of test results meeting standards
Non-municipal	Lead in	1,442	22	8	98.47

Drinking water facility type	Parameter	Number of results	Number of lead exceedances	Number of systems with lead exceedances	Percentage of test results meeting standards
year-round residential systems	plumbing [2]				

During 2017-18, the ministry inspected 167 systems. Nine systems were issued orders due to their violations of regulatory requirements. For example, one order directed the owner of trailer park to hire a qualified person to run the system.

Detailed information on these systems can be found on the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) webpage of the Open Data Catalogue.

Local services boards

There are communities in Northern Ontario that are not governed by a municipal structure. These communities are run by a local services board that is also responsible for operating the drinking water system. In 2017-18, seven systems were inspected by the ministry. The ministry did not issue any orders to these systems.

Systems serving designated facilities

These are standalone systems that are not connected to municipal drinking water systems. They provide drinking water to facilities that follow special requirements such as children's camps, schools, health care centres and senior care homes. In 2017-18, 1,444 of these systems were registered with the ministry.

In 2017-18:

- 99.67% of the 63,635 drinking water test results from 1,330 [5] systems serving designated facilities met the standards.
- The total number of drinking water test results can be broken down as follows:
 - 99.64% of 38,114 test results met the microbiological standards (see Table 5).
 - 99.71% of 25,521 results met the chemical standards.

Table 5: Breakdown of microbiological test results for systems serving designated facilities in 2017-18

Drinking water facility type	Parameter	Number of test results	Number of test results meeting standards	Number of adverse test results	Number of systems with adverse test results	Percentage of test results meeting Ontario's Drinking Water Quality Standards
Systems serving designated facilities	E. coli	19,050	19,040	10	10	99.95

Drinking water facility type	Parameter	Number of test results	Number of test results meeting standards	Number of adverse test results	Number of systems with adverse test results	Percentage of test results meeting Ontario's Drinking Water Quality Standards
Systems serving designated facilities	Total coliform	19,064	18,938	126	78	99.34
Total	E. coli and total coliform	38,114	37,978	136	78	99.64

For more details on chemical test results, please visit the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page on the Open Data Catalogue.

In 2017-18, 299 systems reported 438 incidents.

The ministry uses a proactive, risk-based approach when determining which of these systems to inspect.

In 2017-18, 360 of 1,444 registered systems were inspected and ministry staff issued four orders to four systems. For example, one order directed the owner/operator to ensure that sampling, testing and monitoring requirements are met.

For detailed information on these systems, please visit the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) webpage of the Open Data Catalogue.

Schools and child care centres

The *Schools, Private Schools and Child Care Centres regulation (O. Reg. 243/07)* (<https://www.ontario.ca/laws/regulation/070243>) was created in Ontario to address potential sources of lead in drinking water including requirements for schools and child care centres to protect children's health.

Lead is generally not found in water that is supplied from municipal drinking water plants. Lead in drinking water is most likely to come from lead service lines and lead-containing components (e.g. pipes, solder and fixtures) used in plumbing, especially in buildings built before 1990.

Flushing the plumbing in these older buildings effectively reduces the lead content in the drinking water. Because flushing decreases the amount of time that the water stands in the facility's plumbing, the potential for lead from plumbing components that may contain lead to leach into the water is also reduced.

Schools, Private Schools and Child Care Centres regulation requirements

Facilities must:

- Flush their plumbing, either weekly or daily depending on risk factors
- Sample all taps and fountains used to provide water to children at least once, before and after the fixture was flushed, and test for lead
- Report lead levels above the provincial standard to the Ministry of Environment, Conservation and Parks as well as the local health unit and the Ministry of Education
- Take corrective actions to address high levels of lead in drinking water

Schools, Private Schools and Child Care Centres regulation amendments

The *Schools, Private Schools and Child Care Centres regulation* was amended in 2017 to further protect children's health. Studies showed that lead levels in drinking water from plumbing can vary substantially between individual taps or fountains. Testing each drinking water fixture used to provide drinking water or prepare food and/or drink for children gives assurance that children are not being exposed to lead through the facility's plumbing. The province amended the regulation requiring testing of all drinking water fountains and taps located in schools, private schools and child care centres by 2022.

To ensure that each drinking water fixture is tested for lead, the ministry created templates and an online, self-report survey to collect drinking water fixture inventory data from all regulated facilities. Ontario collected over 8,000 inventories from public schools, private schools and child care centres which enabled an assessment of sampling compliance to help target inspection sites as well as education and outreach resources.

The amendments recognize the effectiveness of NSF certified filters for lead reduction. The use of certified filters has been demonstrated to be as good as flushing or better in terms of minimizing lead exposure.

Furthermore, facilities must take immediate action at any tap or fountain where a test result from a flushed sample shows a lead exceedance by rendering the tap or fountain inaccessible to children by disconnecting or bagging it. Facilities could also replace the fixture, increase flushing, install a filter or other device that is certified for lead reduction, or take other measures as directed by the local Medical Officer of Health until the issue is resolved.

Government oversight

Where lead levels exceed the provincial standard, the Ministry of Education, local public health unit and the Ministry of the Environment, Conservation and Parks' Spills Action Centre all receive records from the facility operators identifying what corrective actions were taken and details of how the issue was resolved.

By monitoring reports from the Spills Action Centre, ministry inspectors make sure that the corrective actions issued by the local Medical Officer of Health to address adverse test results have been implemented by the facilities throughout the year and during inspections.

In addition, Ontario has implemented a compliance program which includes inspections and audits to check whether these facilities are following the rules.

Results

The test results from flushed samples show that the vast majority of schools and child care centres have had no issues with lead in their drinking water.

In 2017-18:

- 95.58% of 87,219 test results met the standard for lead in drinking water from schools and child care centres as shown in Table 6. Of these:
 - 97.64% of 43,582 flushed test results and
 - 93.53% of 43,637 standing test results met the standard.
- 7,755 schools and child care centres submitted flushed drinking water samples to licensed and eligible laboratories for lead testing. Of these facilities, 93.69% met the standard.
- Staff conducted 13 inspections and 60 compliance audits of the 11,544 registered facilities and did not issue any orders.

The fact that fewer flushed test results exceeded the standard than standing test results is consistent with previous years and demonstrates that flushing works.

Table 6: Test results for schools and child care centres under *O. Reg. 243/07* in 2017-18

Parameter	Number of results	Number of lead exceedances	Percentage of test results meeting Ontario's Drinking Water Quality Standards	Number of schools and child care centres submitting results	Number of schools and child care centres with lead exceedances	Percentage of schools and child care centres submitting results meeting standards
Lead-Flushed	43,582	1,028	97.64	7,755	489	93.69
Lead-Standing	43,637	2,824	93.53	7,772	1,148	85.23
Lead- Total for Standing and/or Flushed	87,219	3,852	95.58	7,779	1,223	84.28

For more details on these results, please visit the [Drinking Water Quality and Enforcement Catalogue](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page on the Open Data Catalogue.

Licensed and eligible laboratories

Before a laboratory can test a drinking water sample, it must meet certain requirements such as being accredited (i.e. meet competency requirements of internationally recognized standards) and licensed. Accreditation is performed by designated organizations that are outside of government.

The ministry grants licences for laboratories located within Ontario. Laboratories located outside of Ontario can also test Ontario's drinking water but must apply and satisfy Ontario's requirements and be placed on an [eligibility list](https://www.ontario.ca/page/list-licensed-laboratories) (<https://www.ontario.ca/page/list-licensed-laboratories>). Two laboratories located outside of Ontario but associated with laboratories inside Ontario have been given testing privileges.

All licensed laboratories are inspected by provincial staff at least twice a year to see if they are complying with regulatory requirements. In 2017-18, a total of 54 laboratories were inspected.

During an inspection, provincial inspectors ask questions and examine documentation and records pertaining to the requirements that a laboratory must meet. The ministry then assesses the information and assigns an overall rating of how the laboratory performed during the inspection. In 2017-18, all ratings were greater than 85% and 66% of all inspections resulted in perfect scores of 100%.

In 2017-18, the ministry issued five orders to four licensed laboratories. These orders encompassed non-compliance activities such as failing to immediately report exceedances and testing drinking water samples for parameters that the laboratory was not licensed to test. The [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page on the Open Data Catalogue provides details on these laboratories.

Compliance and Enforcement regulation requirements

The Ontario government itself is also legally accountable for its oversight role. The *Compliance and Enforcement regulation (O. Reg. 242/05)* (<https://www.ontario.ca/laws/regulation/050242>) of the *Safe Drinking Water Act* (<https://www.ontario.ca/laws/statute/02s32>) spells out the specific responsibilities that Ontario must carry out with respect to inspecting municipal residential drinking water systems and laboratories that test drinking water. These include:

- Inspecting all municipal residential drinking water systems yearly
- Ensuring at least one out of three inspections of each municipal residential drinking water system is unannounced
- Inspecting all licensed and eligible laboratories a minimum of twice a year and ensuring that at least one inspection is unannounced
- Reporting on any requests from the public asking for an investigation of an alleged contravention of the *Safe Drinking Water Act* or any of its regulations

In 2017-18, Ontario fulfilled its responsibilities under this regulation and no applications for an investigation were received from the public.

Convictions

The province holds those responsible for the provision of safe drinking water accountable for their actions.

In 2017-18, eight systems that supplied drinking water to residences such as trailer parks and retirement homes and two drinking water testing laboratories were convicted for committing serious violations (see Table 7). The convictions resulted in fines totaling \$314,500. The conviction statistics reflect the year in which the defendant was convicted and not the year in which the offence was committed. More information on these convictions is available on the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page on the Open Data Catalogue.

Table 7: Summary of convictions for drinking water prosecutions by facility type in 2017-18

Facility type	Number of facilities	Number of cases with convictions ^[6]	Fines
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Facility type	Number of facilities	Number of cases with convictions ^[6]	Fines
Municipal residential drinking water systems	0	0	\$0
Non-municipal year-round residential drinking water systems ^[7]	3	3	\$11,500
Systems serving designated facilities ^[7]	5	5	\$41,500
Schools and child care centres	0	0	\$0
Licensed laboratories ^[7]	2	3	\$261,500
Non-licensed facility	0	0	\$0
Total	10	11	\$314,500

Operator certification and training

The province of Ontario certifies and requires training for operators of regulated drinking water systems. Drinking water operator certification and training requirements are based on the facility they operate. Operators may work in more than one type of system and hold multiple certifications.

As of March 31, 2018, 6,937 drinking water operators held 9,416 certificates. Since March 31, 2008, the number of certified drinking water operators has increased by 694. This represents an 11% increase over the last 10 years. This means that today, owners of drinking water systems have a bigger pool of trained operators to choose from to run their systems.

More information on operator certification is available on the [Drinking Water Quality and Enforcement](https://www.ontario.ca/data/drinking-water-quality-and-enforcement) (<https://www.ontario.ca/data/drinking-water-quality-and-enforcement>) page on the Open Data Catalogue.

[Walkerton Clean Water Centre](https://www.wcwc.ca/en/) (<https://www.wcwc.ca/en/>) is a key partner in the delivery of operator training and education programs across the province. As of March 31, 2018, 76,106 participants completed courses provided by the Centre since its start.

In addition to offering mandatory training required for operator certification, the Centre delivers the Statutory Standard of Care course for municipal officials to help them understand their role and responsibilities in providing safe drinking water to their community under [Section 19 of the Safe Drinking Water Act](https://www.ontario.ca/laws/statute/02s32#BK22) (<https://www.ontario.ca/laws/statute/02s32#BK22>). As of March 31, 2017, 2,682 municipal officials have received training.

Operator certification and training requirements, along with inspections, prosecutions and fines help Ontarians have confidence in their drinking water and provide real consequences for those who do not follow regulations.

Small Drinking Water Systems Program – Ministry of Health and Long-Term Care

Message from the Chief Medical Officer of Health

Ontario's Small Drinking Water Systems Program continues to demonstrate its value in protecting the health of Ontarians with the release of the 2017-2018 program results. This year, we reach a significant 10 year milestone since the start of the Small Drinking Water Systems Program by the Ministry of Health and Long-Term Care. As we reflect on its accomplishments, it is important to recognize that we owe much of its success to the continued collaboration between Ontario's boards of health, Public Health Ontario Laboratories, the Ministry of the Environment, Conservation and Parks, and the Ministry of Natural Resources and Forestry.

These partners share a commitment to excellence that ensures that the people of Ontario and its visitors continue to benefit from a comprehensive safe drinking water program.

The Program has upheld Justice O'Connor's recommendations by upholding rigorous drinking water quality standards established for the province while enabling reduced regulatory burden on small system operators. Comprehensive inspections and risk-based assessments provided by public health inspectors, employed by the local board of health, produce a customized site-specific plan for owner/operators of small drinking water systems to keep their drinking water safe. Ongoing monitoring of the Program ensures accountability and supports the Ontario government's commitment to public transparency.

I want to thank the local boards of health and all of our drinking water partners for their hard work and vigilance to ensure the provision of safe drinking water for Ontarians and their families.

David C. Williams, MD, MHSc, FRCPC
Chief Medical Officer of Health
Ministry of Health and Long-Term Care

2017-18 Highlights of Ontario's Small Drinking Water System Results

Across Ontario, thousands of businesses and other community sites use a small drinking water system to supply drinking water to the public. These communities may not have access to a municipal drinking water supply and are most often located in semi-rural and remote communities.

These systems, which are regulated under the *Health Protection and Promotion Act* (<https://www.ontario.ca/laws/statute/90h07>) and its regulation, *O. Reg. 319/08 (Small Drinking Water Systems)* (<https://www.ontario.ca/laws/regulation/080319>), often provide drinking water in restaurants, places of worship and community centres, resorts, rental cabins, motels, lodges, bed and breakfasts, campgrounds, and other public settings.

The Small Drinking Water Systems Program is a unique and innovative program overseen by the Ministry of Health and Long-Term Care and administered by local boards of health. Public health inspectors conduct detailed inspections and risk assessments of all small drinking water systems in Ontario, and provide owner/operators with a tailored, site-specific plan to keep their drinking water safe. This customized approach has reduced unnecessary burden on small system owner/operators without compromising strict provincial drinking water standards.

Owners and operators of small drinking water systems are responsible for protecting the drinking water that they provide to the public. They are also responsible for meeting Ontario's regulatory requirements, including regular drinking water sampling and testing, and maintaining up-to-date records.

At a glance:

- Since 2012-13, there have been progressively positive results including a steady decline in the proportion of high-risk systems (10.86% in 2017-18 down from 16.65% in 2012-13). As of March 31, 2018, over three quarters (76.56%) of small drinking water systems are now categorized as low risk.
- Adverse water quality incidents and the number of systems that reported an adverse water quality incident fluctuated but continued to demonstrate a downward trend from 2013-14. A decline of 12.59% in total number of adverse water quality incidents was observed between 2013-14 (1,517) and 2017-18 (1,326); and the number of small drinking water systems that reported an adverse water quality incident for the same period also declined by 12.75% from 1,216 in 2013-14 to 1,061 in 2017-18. [8]
- 97% of over 100,000 drinking water samples submitted from small drinking water systems during the reporting year have consistently met Ontario Drinking Water Quality Standards.
- Over the past 10 years, as of March 31, 2018, 20,404 [9] risk assessments have been completed for the approximately 10,000 small drinking water systems.
- Over 89% of systems are categorized as low/moderate risk and subject to regular re-assessment every four years; while the remaining systems, categorized as high risk, are re-assessed every two years.

Updated: November 27, 2018

Published: November 27, 2018

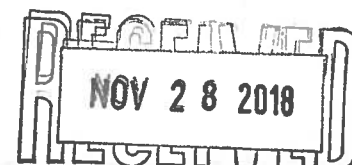
Footnotes

- [Figure 1 description] ^
- [2] ^ Samples are taken after system is flushed.
- [3] ^ In 2017-18, 660 municipal residential drinking water systems were registered with the ministry and 659 systems were inspected. The two lists differ for the following reason. The Varna Drinking Water System switched categories from non-municipal year-round residential to municipal residential during the year. This system submitted drinking water samples for testing and was inspected as a non-municipal year-round residential drinking water system. Because it was inspected as a non-municipal year-round residential drinking water system, the inspection rating is not available.
- [4] ^ In 2017-18, there were 460 registered non-municipal year-round residential drinking water systems, however, only 442 of these systems submitted samples for testing as some ceased to operate and/or data was not provided to the ministry.
- [5] ^ The number of systems serving designated facilities that were registered in 2017-18 was more than those that submitted samples for the following reasons: some systems ceased to operate and/or data was not provided to the ministry, while some received drinking water for their cistern from municipal residential drinking water systems which carried out the required sampling on their behalf. Sampling was not required for those systems that posted notices advising people not to drink the water.
- [6] ^ A case may involve one or more charges.
- [7] ^ Includes convictions against legal entities and individuals.
- [8] ^ An adverse test result does not necessarily mean that users are at risk of becoming ill. When an adverse water quality incident is detected, the small drinking water system owner/operator is required to notify the local medical officer of health and to follow up with any action that may be required. The public health unit will perform a risk analysis and determine if the water poses a risk to health if consumed or used and take additional action as required to inform and protect the

public. Response to an adverse water quality incident may include issuing a drinking water advisory that will notify potential users whether the water is safe to use and drink or if it requires boiling to render it safe for use. The public health unit may also provide the owners and/or operators of a drinking water system with necessary corrective action(s) to be taken on the affected drinking water system to address the risk.

- [9] ^ The reported number of risk assessments will change as new systems come into use/change in use, and routine re-inspections and risk assessments are completed. Risk categories may also fluctuate (e.g. if recommended improvements are taken to reduce the system's risk). Similarly, a system may require reassessment to determine if the risk level has changed (e.g. if the water source or system integrity is affected by adverse weather events or system modifications).

From: FCM Communiqué <communiqué@fcm.ca>
Sent: Wednesday, November 28, 2018 9:44 AM
To: Roxanne St. Germain
Subject: FCM reaffirms commitment to serving Francophone members



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November 28, 2018



FCM reaffirms commitment to serving Francophone members

Federation of Canadian Municipalities (FCM) President Vicki-May Hamm, alongside chair of FCM's Réseau Francophone Luc Desjardins, issued the following statement in support of bilingualism:

"Recently in Canada, an important conversation has been taking place regarding the linguistic rights of Francophone Canadians, and how all orders of government should work together to support Canada's status as an officially bilingual country.

"FCM's identity embraces bilingualism as a core value. Our organization holds a firm commitment to serving our Francophone member municipalities through our bilingualism policy, and through the mandate of our Réseau Francophone. We add our voice to that of our colleagues in the Union des municipalités du Québec, the Fédération québécoise des municipalités, and the Association francophone des municipalités du Nouveau-Brunswick to reiterate the importance of respecting both official languages.

"The Official Languages Act dictates bilingualism as a federal responsibility. It also makes clear that respecting both English and French as official languages with equal status, rights, and privileges is its mandate.

"However, municipal leaders from across this great country have made clear that this issue is tremendously important to them. We have been encouraged to see the agreement from federal and municipal leaders alike that Canada is a bilingual country and that our federal-municipal relationship is stronger because of it.

"As municipal leaders, we are proud to reaffirm our federation's commitment to the values and policies in defence of the linguistic rights of Francophone Canadians."

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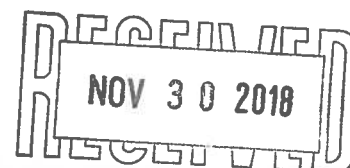
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From: FCM Communiqué <communiqué@fcm.ca>
Sent: Friday, November 30, 2018 3:09 PM
To: Roxanne St. Germain
Subject: Report from FCM Advocacy Days 2018



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November 30, 2018



FCM members:

We are pleased to present our **Report from FCM Advocacy Days 2018**.

Last week, more than 70 municipal leaders from across Canada took our message straight to Parliament Hill. Altogether, we met with some 150 MPs, senators and party leaders—including 24 cabinet ministers and parliamentary secretaries.

Our delegation brought pressing local issues to the national table. And we shared a strong message with our federal counterparts: it's time to modernize our partnership to get more done for the Canadians we all serve.

Read our report for words and images from this year's remarkable event.

- Your FCM team

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24 Clarence Street
Ottawa, Ontario
K1N 5P3

T. 613-241-5221
F. 613-241-7440

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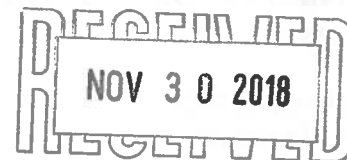
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From: Sabrina Pandolfo
Sent: Friday, November 30, 2018 3:13 PM
To: Roxanne St. Germain
Subject: FW: un message du ministre Steve Clark



For Incoming

Thanks!

Sabrina Pandolfo
 Special Projects Coordinator
 Municipality of Temagami

705-569-3421 ext. 207

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From: Minister (MMAH) [mailto:minister.mah@ontario.ca]
Sent: Friday, November 30, 2018 10:42 AM
To: Sabrina Pandolfo <projects@temagami.ca>
Subject: un message du ministre Steve Clark

**Ministry of
 Municipal Affairs
 and Housing**

Office of the Minister

777 Bay Street, 17th Floor
 Toronto ON M5G 2E5
 Tel.: 416 585-7000
 Fax: 416 585-6470

**Ministère des
 Affaires municipales
 et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
 Toronto (Ontario) M5G 2E5
 Tél. : 416 585-7000
 Téléc. : 416 585-6470



November 30, 2018

Dan O'Mara
 Mayor
 Municipality of Temagami
projects@temagami.ca

Dear Mayor O'Mara and Council:

Please accept my congratulations on your success in the recent municipal elections. I want to thank you for your decision to serve the public, and I look forward to working with you in the years ahead.

As a former mayor, I know firsthand that municipal government is closest to the people and delivers important services every day. I also know your constituents expect local government to be effective and responsive, and you expect the same in the provincial-municipal relationship.

At the AMO conference this year, I was proud to sign a renewed Memorandum of Understanding one year before it expired. The MOU signals our government's commitment to consult when introducing measures that affect municipalities.

There is much work ahead of us. Our government is working hard to remove red tape that stands in the way of job creation and development in communities across the province. We will be working together to increase housing supply and find efficiencies by reducing the reporting burden you face when dealing with the province. Our goal is to ensure that local governments are working well and supporting future economic prosperity.

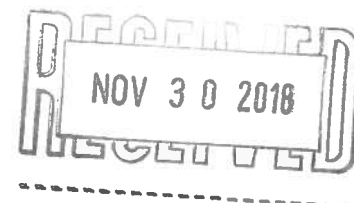
As we work together to serve the people of our great province, I want to hear about the challenges you face. I know that local representatives understand their communities and that you can help us ensure that local government is working harder, smarter and more efficiently. Best wishes to you and to council for success over the next four years.

Sincerely,

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

Steve Clark
Minister

From: Sabrina Pandolfo
Sent: Friday, November 30, 2018 3:13 PM
To: Roxanne St. Germain
Subject: FW: 2018 Municipal Councillor's Guide



For incoming

Sabrina Pandolfo
 Special Projects Coordinator
 Municipality of Temagami

705-569-3421 ext. 207

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 Planning ☐ S ☐ C
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From: Innis, Jason (MMAH) [mailto:Jason.Innis@ontario.ca]
Sent: Friday, November 30, 2018 1:42 PM
Cc: Innis, Jason (MMAH) <Jason.Innis@ontario.ca>; Searle, Bryan (MMAH) <Bryan.Searle@ontario.ca>
Subject: 2018 Municipal Councillor's Guide

Good afternoon,

I'm very happy to announce that the updated 2018 Municipal Councillor's Guide is now published online. The guide may be of interest to councillors, clerks or interested members of the public. The guide will also help staff to understand and communicate responses to questions about the legislation.

You can find the guide at:

EN - <https://www.ontario.ca/document/ontario-municipal-councillors-guide-2018>

FR - <https://www.ontario.ca/fr/document/guide-de-la-conseillere-ou-du-conseiller-municipal-2018>

The updated version of the councillor's guide has been prepared with consideration paid to recent legislative changes in a number of areas, including governance and land-use planning. As you may be aware, the guide is intended to provide a plain-language summary of applicable legislation and regulations, including the Municipal Act and Planning Act. It is prepared as a support tool for municipalities, councillors, and local board members.

The updated version of the guide reflects valuable feedback that we have heard about the type of information and levels of support required in specific areas, including new dedicated chapters on municipal meetings and accountability and transparency.

Have nice weekends!

Jason Innis, RPP Municipal Advisor
 Municipal Services Office - North (Sudbury)
 Ministry of Municipal Affairs
 Ministry of Housing
 705-564-6857

Bryan Searle, Municipal Advisor
 Municipal Services Office - North (Sudbury)
 Ministry of Municipal Affairs
 Ministry of Housing
 705-564-6861

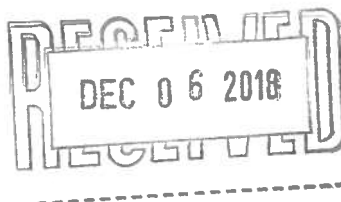
From: Sabrina Pandolfo
Sent: Thursday, December 6, 2018 1:13 PM
To: Roxanne St. Germain
Cc: craig.d
Subject: FW: Reporting Burden: Letter from Minister Steve Clark
Attachments: Letter to Heads of Council from Minister Clark.pdf

For incoming mail

Thx!

Sabrina Pandolfo
 Special Projects Coordinator
 Municipality of Temagami

705-569-3421 ext. 207



From: Minister (MMAH) [mailto:minister.mah@ontario.ca]
Sent: Wednesday, December 5, 2018 3:11 PM
Subject: Reporting Burden: Letter from Minister Steve Clark

Dear Head of Council,

Please find an attached letter addressing the municipal reporting burden.

File ☒ Incoming ☐ Other
 Mayor ☐
 Council ☒ ☐ A
 CAO ☐
 Building ☐
 Finance ☐ S ☐ C
 Ec Dev ☐ S ☐ C
 Parks & Rec ☐ S ☐ C
 Planning ☐ S ☐ C
 Public Wks ☐ S ☐ C
 PPP ☐
 Social Services ☐
☐
☐

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000



DEC 05 2018

RE: Municipal Reporting Burden

Dear Heads of Council,

As you have heard me say, reducing the provincial reporting burden affecting the municipal sector is a priority for the government. I addressed municipal concerns about the reporting burden at the Association of Municipalities of Ontario (AMO) conference in Ottawa this past summer. I have heard from municipalities that the province asks for too many reports, which impacts the ability of municipalities to focus on local priorities.

I have struck a team in my ministry to lead the reduction of the municipal reporting burden across government. In addition to reducing the number of reports, we must make sure any remaining information collected is necessary for the province's work. We must confirm the information requested is not duplicative, and that the reporting requirements for small municipalities are appropriate.

To address these goals, my ministry will be convening a cross-government working group to bring together ministries with municipal reporting requirements. This group will be tasked with reducing reporting and undertaking the work to meet the aforementioned commitments.

In addition to our cross-government working group, in 2018, my team will be convening a stakeholder working group of various municipal associations with a shared common interest in municipal reporting requirements.

I invite you to share your thoughts on what changes can be made to municipal reporting directly to my office, as well.

Thank you for your support.

A handwritten signature in black ink, appearing to read "Steve Clark".

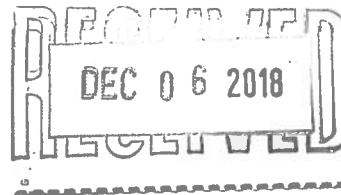
Steve Clark
Minister, Ministry of Municipal Affairs and Housing

c: Laurie LeBlanc, Deputy Minister, MMAH

From: craig.d
Sent: Thursday, December 6, 2018 4:40 PM
To: Roxanne St. Germain
Cc: Tammy Lepage
Subject: FW: Letter from Minister Steve Clark -Streamlining development Approvals
Attachments: Letter to Heads of Council - 1224.pdf

Incoming mail and agenda for Council's information

I. Craig Davidson
 Treasurer/Administrator
 Municipality of Temagami
 7 Lakeshore Dr, PO Box 220
 Temagami, ON P0H 2H0
 705-569-3421 x204
 craig.d@temagami.ca



From: Minister (MMAH) [mailto:minister.mah@ontario.ca]
Sent: Thursday, December 6, 2018 4:02 PM
Subject: Letter from Minister Steve Clark -Streamlining development Approvals

Please see the attached letter to Heads of Council regarding streamlining approvals.

- File ☒ Incoming ☐ Other
- Mayor ☐
- Council ☒ ☐ A
- CAO ☐
- Building ☐
- Finance ☐ S ☐ C
- Ec Dev ☐ S ☐ C
- Parks & Rec ☐ S ☐ C
- Planning ☐ S ☐ C
- Public Wks ☐ S ☐ C
- PPP ☐
- Social Services ☐
- ☐ _____
- ☐ _____

**Ministry of
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and Housing**

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777 Bay Street, 17th Floor
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Tel.: 416 585-7000

**Ministère des
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et du Logement**

Bureau du ministre

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Toronto ON M5G 2E5
Tél. : 416 585-7000



Dear Head of Council,

As you know, our government has launched a broad consultation to gather input on how to increase the supply and mix of housing, speed up development timelines and drive down costs. Feedback from the consultation will inform our Housing Supply Action Plan, to be released this spring. I encourage you to share your ideas by visiting Ontario.ca/HousingSupply before January 25, 2019.

As part of this consultation, we will be undertaking a fundamental review of all aspects of the development approvals process as it relates to building more housing people can afford, and attracting and retaining new business investments. That is why I have directed my ministry to review the entire provincial approvals process – from the rules for planning all the way to construction.

I am keenly aware of the broad number of permits, approvals and processes that may come into play as part of this exercise, including those that reside with our partner ministries. I am working closely with my Cabinet colleagues on this initiative and our government's goal is a streamlined development process that ensures provincial approvals are in place within one year so building can begin sooner.

To help achieve this ambitious but necessary goal, and following on the successes of our recent Growth Plan Implementation workshops, we want to hear directly from you. That is why, we will be holding a series of targeted consultations focused on the key laws and policies that my ministry administers, and your input will be critical.

In the coming days, you will be invited to participate in one or several discussions focused on the Planning Act, the Provincial Policy Statement, the Building Code and other matters. This detailed review of individual policies and laws is needed to find every barrier and unnecessary step in the process. However, as Minister, I am interested in transformative change, not incremental shifts in policies.

Making Ontario open for business means a fundamental change to the status quo. Our province needs to be a place where businesses can locate and grow, and create jobs and innovate, not spend their time clearing regulatory hurdles and navigating unnecessary red tape.

This is urgent work, and I hope you will make time to participate. I look forward to hearing your important insights and recommendations on how to move forward.

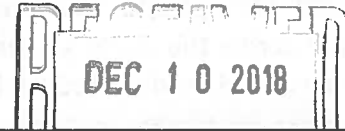
Steve Clark

Minister

Ministry of Municipal Affairs and Housing

11756

From: FCM Communiqué <communiqué@fcm.ca>
Sent: Monday, December 10, 2018 11:10 AM
To: Roxanne St. Germain
Subject: FCM Voice December 10: FCM's Advocacy Days | Universal broadband | WILG scholarships | more



[View email in your browser](#)

FCM NEWS | December 10, 2018



FCM VOICE

Canada's voice of local government

File ☒ Incoming ☐ Other
Mayor ☐
Council ☐ ☒ A
CAO ☐
Building ☐
Finance ☐ S ☐ C
Ec Dev ☐ S ☐ C
Parks & Rec ☐ S ☐ C
Planning ☐ S ☐ C
Public Wks ☐ S ☐ C
PPP ☐
Social Services ☐
☐ _____
☐ _____



FCM's advocacy makes an impact on the Hill

Last month, FCM board members from across Canada converged on Parliament Hill, engaging in 150 meetings with MPs, senators, cabinet ministers and party leaders. More than 70 determined municipal leaders from across the country spent three days of intensive advocacy, spreading the message that municipalities need modernized tools to build tomorrow's Canada.

► [REPORT FROM ADVOCACY DAYS](#) ► [PHOTO GALLERY](#) ► [TWITTER HIGHLIGHTS](#)

NEWS

Add your voice to our #universalbroadband campaign

Is your community still struggling to access reliable, affordable internet? What would universal broadband mean for your community? Join the conversation by tweeting to @FCM_online and tagging #universalbroadband. Help us to secure high-speed broadband and mobile Internet, for all Canadians, in communities of all sizes.

► [GET INVOLVED IN OUR CAMPAIGN](#)

Women in Local Government Scholarships—applications close December 15

FCM's Women in Local Government scholarships provide financial support to women-students in Canada interested in local politics. Applications are open to high school, CEGEP and post-secondary students who demonstrate commitment to their studies and are actively involved in the political life of their community. Applications close December 15, so please help us spread the word!

► [LEARN MORE](#)

CORPORATE SPONSOR

Resilience: Managing the risks of climate change

Flooding is now the number one challenge in Canada because of climate change and its accompanying extreme weather events. And municipalities across the country need to look at how to mitigate those



risks. Find out more—and what your municipality can do—from Dr. Blair Feltmate, head of the Intact Centre on Climate Adaptation at the University of Waterloo.

► WATCH DR. BLAIR FELTMATE

FCM TWEETS

Dec 8: Just under two weeks left to apply for FCM's Women in Local Government scholarship! Deadline is December 15. Apply today! <http://bit.ly/2xrRkMc>

Dec 6: On #December6, we remember how women's participation in democratic life strengthens #CDNmuni at home & abroad. #MyActionsMatter

Dec 4: With bold Canadian leadership, we can achieve universal broadband — reliable, affordable and available to everyone, no matter where you live. <http://fcm.ca/Internet4all> #universalbroadband #cdnmuni #cdnpoli

► MORE



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MUNICIPALITÉS

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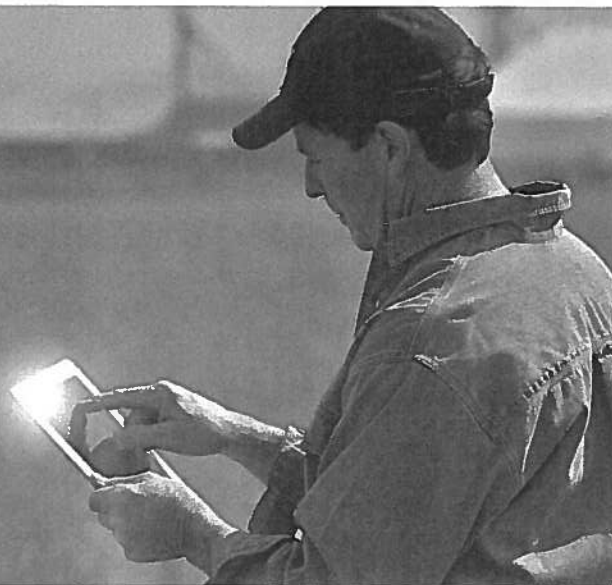
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fcm.ca



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Reliable Internet for everyone



In today's Canada, fast and reliable broadband Internet access is an essential service that should be available to everyone, no matter where they live. Businesses need it to innovate, compete and grow. It is vital to public safety and public services—and to Canadians' everyday quality of life.

The issue

Two million Canadians cannot access a reliable fixed or mobile Internet connection. In rural, remote and northern communities, households cannot connect with the rest of the country and businesses face barriers to growth.

Access to the Internet is not equal. Many remote communities still rely on dial-up and have spotty mobile connections. In cities, Internet quality can vary from street to street. Nearly four-fifths of Canadians cannot access 50 Mbps download speeds—the CRTC's universal service objective.

The progress

With a willing federal partner, FCM's advocacy has driven progress in recent years. The \$500 million Connect to Innovate program and the CRTC's \$750 million Broadband Fund are first steps toward bringing service to hard-to-reach areas.

FCM also applauded the CRTC's 2016 commitment to a universal service objective for broadband.

But the job is not done. Achieving truly universal broadband and mobile access requires even stronger federal leadership.

WHY THIS IS IMPORTANT

- › 2 million Canadians cannot access a reliable Internet connection.
- › 13% of rural households with Internet can't even access 5 Mbps download speeds.
- › 39% of rural communities report no access to download speeds between 25-50 Mbps.

What's next?

With bold Canadian leadership, we can achieve universal broadband. That means reliable, affordable Internet and mobile access for everyone—no matter where you live.



FCM is proposing a **national broadband strategy** with three pillars:

- | | | |
|--|---|---|
| ▶ Clear standards and timelines to achieve the CRTC's speed targets for fixed broadband (50/10 Mbps upload/download), and a new target for rural mobile access . | ▶ Long-term, predictable funding for broadband and mobile Internet in rural, remote and northern communities—so local governments can plan for reliable service. | ▶ Affordable and accessible Internet in rural communities matching that of big cities—guaranteeing access to the hardest-to-serve populations. |
|--|---|---|

To drive progress, the federal government will need to invest **at least \$400 million per year over 10 years**.

Moving forward will support improved quality of life and economic growth for all Canadians—in communities of all sizes, from coast to coast to coast. **It's time.**

[Skip to main content](#)

Reliable Internet for everyone



A reliable Internet connection is not a luxury; it's a necessity. Businesses need it to innovate, compete and grow. It is vital to public safety and public services—and to Canadians' everyday quality of life.

But did you know that two million Canadians can't access a reliable fixed or mobile Internet connection? In rural, remote and northern communities, households cannot connect with the rest of the country and businesses face barriers to growth.

That's why it is so important for municipal leaders to add their voices to our call for universal access to high-speed broadband and mobile Internet. FCM is here to help.

We are calling for clear targets for speed, long-term, predictable funding, and affordable access for the hardest-to-serve populations.

Here's what you can do:

- Download our [one-page issue sheet](#) and share it online.
- Visit your MP and discuss our campaign. Print and leave our [issue sheet](#) with them.
- Tweet [@FCM_online](#) and [#cdnmuni](#) and tell about your community's need for [#universalbroadband](#).
- Share our campaign on social media.



 **FCM**
@FCM_online

A reliable Internet connection is not a luxury—it's a necessity. Find out how we can have affordable broadband and mobile Internet. For everyone. fcm.ca/Internet4all #universalbroadband #cdnmuni #cdnpoli

26 1:45 PM - Oct 25, 2018

25 people are talking about this

FCM
about 2 months ago

Internet for everyone.

A national broadband strategy. It's time.

fcm.ca/Internet4all

A black and white photograph of a person standing in a field, looking down at a tablet device they are holding. The person is wearing a jacket and a hat. The background is a grassy field with some trees in the distance.

FCM

Did you know that 2 million Canadians can't access a reliable fixed or mobile Internet connection? Let's change this. Together. fcm.ca/Internet4all

15

Comment

18

FCM's advocacy has made progress in recent years. The \$500 million Connect to Innovate program and the CRTC's \$750 million Broadband Fund are first steps toward bringing service to hard-to-reach areas. We also applauded the CRTC's 2016 commitment to a universal service objective for broadband.

With bold Canadian leadership, we can achieve universal broadband. That means reliable, affordable Internet and mobile access for everyone—no matter where you live.

Page Updated: 25/10/2018
Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3
T. 613-241-5221
F. 613-241-7440
Email: info@fcm.ca

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FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Report from FCM Advocacy Days 2018

Modernizing our federal partnership
to make people's lives better.

November 20-22, 2018
Parliament Hill, Ottawa, Ontario



Contents

President's message	1
Productive meetings	2
Special political guests	3
Building on what's working	4
Modernizing our partnership	5
In summary	6

President's message



Dear FCM members,

What a week! This November 20-22, FCM board and committee members took over Parliament Hill. They came from every part of this country, representing communities of all sizes. Altogether, we met with 150 parliamentarians from all national parties. And I was so impressed with how our delegation brought local priorities to the national table.

Through FCM, municipalities have already secured unprecedented federal investments in infrastructure and housing. All week, we showed parliamentarians how to build on what's working—so we can continue planning and delivering results in our communities. Our recommendations focused on longer-term federal support for broadband Internet access, modern public transit and local responses to extreme weather.

We also talked about what's *not* working. We talked about the challenges of planning and building livable, competitive communities with only 10 cents of Canada's overall tax dollar—and without a full seat at the table among orders of government. And so we kick-started important conversations about modernizing our federal-municipal partnership to get more done for Canadians.

Finally, we made sure Ottawa understands that local leaders are not waiting for next fall's election. We expect to see meaningful progress in the upcoming federal budget. And I know that our federal counterparts—in government and in opposition—have heard us loud and clear.

As FCM members, you are the heart of everything we do. As we prepare for a big year ahead, I thought you would appreciate this overview of our progress at Advocacy Days 2018.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vicky-May Hamm'.

Vicky-May Hamm
Mayor, City of Magog
FCM President

Productive meetings

More than 70 FCM board and committee members met with 150 MPs, senators and party leaders, from all the parties—including 24 cabinet ministers and parliamentary secretaries. Many meetings emphasized Budget 2019 priorities, including broadband, transit and disaster mitigation. Others focussed on the achievements of FCM programs, including our new **Toward Parity** initiative.

As our municipal team brought your priorities to the federal table, they shared one strong message: *it's time to modernize our partnership to make Canadians' lives better.*



More images from Advocacy Days 2018: [Facebook photo gallery](#) | [Twitter highlights](#)

Special political guests

Throughout the week, we invited the three largest national parties to send representatives to address our full delegation. Each shared their vision for building on our partnership to get more done for Canadians. You can watch some of their remarks on [FCM's Facebook page](#).



Dominic LeBlanc

Minister of Intergovernmental Affairs, Northern Affairs and Internal Trade

"As municipalities, you serve many of Canadians' most important needs and you are the closest order of government to the realities your citizens are facing."



Lisa Raitt

Deputy Leader of the Conservative Party of Canada

"I have long respected FCM as an agent for progress, as I have long valued your contributions toward policies that improve our communities."



Jagmeet Singh

Leader of the New Democratic Party of Canada

"Municipalities are the fabric of our country. Without you, the Canada of today would not be what it is."

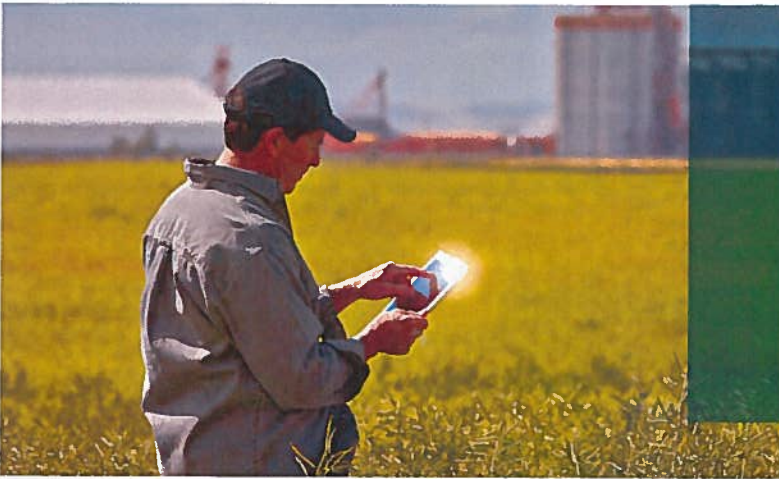
Focus on broadband: Rural Forum hosts David Lametti



A special session of FCM's Rural Forum featured a frank discussion on achieving **universal broadband and mobile Internet access**. We were joined by David Lametti, Parliamentary Secretary to the Minister of Innovation, Science and Economic Development.

Building on what's working

Municipalities are vital partners in Canada's success, whether we're growing the economy or keeping people safe. That's why the federal government responded to FCM's call for major new investments that empower us to do more—including a 10-year infrastructure plan and national housing strategy. All week, we showed how **Federal Budget 2019 needs to build on what's working**, so we can continue planning and delivering the outcomes Canadians deserve—without interruption.



Ensuring reliable Internet for everyone

Reliable broadband and mobile Internet access is essential to business and our quality of life. It's time to build on targeted federal programs with **a plan to achieve reliable Internet access for everyone**. That means clear standards and timelines to achieve CRTC speed targets in communities of all sizes. And it means long-term federal funding—starting with at least \$400 million per year for a decade.

Building tomorrow's public transit

The 10-year allocation-based federal transit plan is empowering cities to deliver key transit expansions—for shorter commutes, higher productivity and lower emissions. But building the backbone of tomorrow's cities takes decades of planning and delivery. It's time to cement a **permanent federal commitment to public transit** so we can keep moving forward with confidence on complex projects.



Protecting Canadians from extreme weather

Municipalities work on the front lines of new weather extremes, from floods and fires to coastal surges. New federal investments are helping some municipalities adapt local infrastructure, but **building tomorrow's climate-resilient Canada** will require robust tools. In the short-term, a two-year, \$2-billion extension to the Disaster Mitigation and Adaptation Fund will keep vital adaptation work moving.



Modernizing our partnership

Municipalities make the most of every tool available to strengthen our communities, and new federal investments are helping. But medium-term investments—even historic ones—don't change our long-term reality.

Municipalities are still building tomorrow's Canada with access to 10 cents of the overall tax dollar. We're still doing it without a full seat at the table among orders of government. And we face growing expectations to deliver for Canadians—whether that's implementing legal cannabis or fostering long-term economic growth.

Building on what's working in our federal partnership can only take us so far. To build the strong country that Canadians deserve, we also need to *modernize* that partnership. At Advocacy Days, we kick-started a dialogue with our federal counterparts on next steps.

Canadians expect all of their governments to **work together to improve their daily lives**. That's why we've proposed a new mechanism or forum bringing all orders of government together at one table to tackle national challenges—from economic productivity to the opioid crisis.

Modernizing our partnership also means exploring **fiscal tools that empower municipalities** to get more done. Like the Gas Tax Fund, larger-scale, modern tools will put local governments in the driver's seat. That way, we'll be able to fund the most pressing long-term priorities in our communities—with our trademark efficiency.



What they said

Intergovernmental Affairs Minister Dominic LeBlanc discussed modernization with our delegation.

On working together: *"The challenge for our government is to find the best mechanisms and the best forum ... for an ongoing federal-municipal partnership... It will be a privilege for me to work with your leadership on ensuring we get that aspect right."*

On fiscal tools: *"The Gas Tax transfer, frankly, is a model that I think our government ... has come to think has been very effective and should perhaps form the basis of other efforts to help fill up your toolbox."*

Imagine...

What if municipalities had been at the table when the federal government moved to legalize cannabis? With our frontline expertise, imagine the operational pitfalls that could have been avoided—and the financial tools that could have been developed to keep people safe and well-served.

In summary

Looking to discuss FCM Advocacy Days 2018 with your council colleagues? Here are some key points to share.

- Every fall, FCM board members gather on Parliament Hill for FCM's Advocacy Days. This year, **70+ local leaders met with 150 MPs, senators and party leaders**—including 24 cabinet ministers and parliamentary secretaries.
- **Our first key message: Budget 2019 needs to build on what's working in the municipal-federal partnership**, so we can keep delivering outcomes in our communities. Recommendations include longer-term support for better broadband access, modern public transit and local responses to extreme weather.
- **Our second key message: We need to modernize our partnership to serve Canadians better.** We kick-started conversations about bringing orders of government together as full partners—and modernized fiscal tools that empower municipalities to get more done for Canadians.
- **We invited national parties to address our full delegation about their visions for our partnership.** Our special guests were Intergovernmental Affairs Minister Dominic LeBlanc, Conservative deputy leader Lisa Raitt, and NDP leader Jagmeet Singh.
- **FCM's Rural Forum held a special session on expanding rural broadband and mobile Internet access.** We were joined by David Lametti, Parliamentary Secretary to the Minister of Innovation, Science and Economic Development.
- **Advocacy Days 2018 moved our municipal priorities forward.** We leave here even better positioned to achieve progress in the upcoming federal budget—and a potentially transformative federal election later in 2019.



Quick links

[Empowering municipalities gets results for Canadians: FCM President](#)
(Nov. 22 statement)

[Handout shared with parliamentarians](#)

[Twitter highlights](#)

[Facebook photo gallery](#)

**THE CORPORATION OF THE
MUNICIPALITY OF TEMAGAMI**

BY-LAW NO. 19-1425

Being a by-law to appoint a member of the Council to act in the place of the Head of Council for Emergency Purposes, when the Head of Council is absent or if the office is vacant.

WHEREAS Section 242 of The Municipal Act, c.25, as amended, authorizes council to appoint a member of the Council to act in the place of the Head of Council when the Head of Council is absent or refuses to act or if the office is vacant;

AND WHEREAS The Emergency Management and Civil Protection Act, R.S.O. 1990 Chapter E.9 Section 4(1), as amended, authorizes the Head of Council to declare an emergency;

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

1. That Council hereby authorizes a member of Council to act in the place of the Mayor, if the Mayor is absent or refuses to act or if the office is vacant, for the purposes of declaring that an emergency exists;
2. That the order in which Council authorizes a member of council to act in the place of the Mayor for the purpose of declaring an emergency is detailed in Schedule "A", affixed hereto and forming part of this By-law.
3. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
4. That any By-law contrary to the provisions of this By-Law, namely By-Law No. 16-1305 are hereby repealed.

TAKEN AS READ a first time this 13th day of December, 2018.

READ a second and third time and finally passed this 13th day of December, 2018.

Mayor

Clerk

**Schedule “A”
to By-law # 19-1425
of the Municipality of Temagami**

Being a schedule to detail a “chain of command” in the absence of the Head of Council.

That in the absence of the Mayor Dan O’Mara

Councillor Cathy Dwyer Koistinen shall be charged with the responsibilities provided under the Emergency Management Act;

And in the absence of all of the aforementioned elected members of Council, Councillor Jamie Koistinen shall be charged with all of the responsibilities provided under the Emergency Management Act;

And in the absence of all of the aforementioned elected members of Council, Councillor John Harding shall be charged with the responsibilities provided under the Emergency Management Act;

And in the absence of all of the aforementioned elected members of Council, Councillor Margaret Youngs shall be charged with the responsibilities provided under the Emergency Management Act;

And in the absence of all of the aforementioned elected members of Council, Councillor John Shymko shall be charged with the responsibilities provided under the Emergency Management Act;

And in the absence of the aforementioned elected members of Council, Councillor Barret Leudke shall be charged with all of the responsibilities provided under the Emergency Management Act.

Initials:
_____ Mayor
_____ Clerk

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1426

Being a by-law to designate an Acting Head of Council.

WHEREAS Section 226 of the Municipal Act S.O. 2001, c.25, as amended provides that a municipality may, with the consent of the head of council, appoint a member of council to act in the place of the head of council on any body, other than on the council of another municipality, of which the head of council is a member by virtue of being head of council;

AND WHEREAS Section 242 of the Municipal Act S.O. 2001, c.25, as amended provides that a municipality may, by by-law or resolution, appoint a member of the council to act in the place of the head of council or other member of council designated to preside at meetings in the municipality's procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant, and while so acting such member has all the powers and duties of the head of council or designated member, as the case may be;

AND WHEREAS the Municipality of Temagami Procedural By-law refers to the Acting Head of Council as the Deputy Mayor;

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

1. That Cathy Dwyer shall serve as Acting Head of Council in the absence of Mayor Dan O'Mara Mayor and shall be known as the Deputy Mayor.
2. That this by-law shall come into force and take effect on the final passing thereof.
3. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
4. That By-law No. 16-1282 is hereby repealed.

Taken as read a first time this 13th day of December, 2018.

Taken as read a second and third time and finally passed this 13th day of December, 2018.

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1427

Being a by-law to appoint an Emergency Management Program Coordinator for the Municipality of Temagami.

WHEREAS Section 2.1 (1) of the Emergency Management and Civil Protection Act; R.S.O. 1990, CHAPTER E.9, as amended, requires every municipality to develop and implement an emergency management program; which the Municipality of Temagami did by By-law 05-628;

AND WHEREAS Section 14(3) of the Emergency Management and Civil Protection Act requires that Municipalities shall ensure that their emergency management programs and emergency plans conform to the set regulatory standards;

AND WHEREAS Section 10(1) of the regulatory standard set in Ontario Regulation 380/04 requires that each municipality designate an emergency management program co-ordinator;

AND WHEREAS the Council of the Municipality of Temagami wishes to appoint a new Emergency Management Program Coordinator;

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

- 1)** That Barret Leudke is hereby appointed as the Community Emergency Management Coordinator (CEMC) for the Municipality of Temagami;
- 2)** That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to this by-law, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
- 4)** That any By-law contrary to this By-Law is hereby repealed.

READ a First time this 13th day of December, 2018

READ a Second and Third and Finally passed this 13th day of December, 2018.

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1428

Being a by-law to amend Appendix “G” of Bylaw 09-887, a bylaw to establish Human Resources Policies and Procedures for the Municipality of Temagami

WHEREAS under Section 8.1 of the Municipal Act, 2001, S.O., 2001, c.25, as amended, the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS the Municipal Act, 2001, S.O., 2001, c.25, part VI, Section 270, as amended, states that a municipality shall adopt policies with respect to the hiring of employees;

AND WHEREAS Council passed Bylaw 09-887, a bylaw to establish Human Resources Policies and Procedures, on the 10th day of December, 2009, and has subsequently amended schedule G as required, the most recent amendment by By-law 17-1369 on the 28th day of September 2017;

AND WHEREAS Council passed Resolution 18-394 on the 18th day of October, 2018 to authorize a Cost of Living Adjustment of 2% effective January 1, 2018;

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

1. That the SALARY SCHEDULE – APPENDIX G of the Human Resources Policy adopted by Bylaw 09-887 and last amended by By-law 17-1369, be replaced by the SALARY SCHEDULE – APPENDIX G of the Human Resources Policy attached hereto as “Schedule A” and forming part of this by-law.
2. That this bylaw shall come into force and take effect upon final passing thereof.
3. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

TAKEN AS READ A FIRST time on this 13th day of December, 2018.

READ A SECOND AND THIRD time and finally passed on this 13th day of December, 2018.

Mayor

Clerk

26. SALARY SCHEDULE – APPENDIX G

Salary Scale – Non Management Positions

Position Title	Note	Step 1	Step 2	Step 3	Step 4
Public Works Foreman		\$22.35	\$23.42	\$24.64	\$25.85
Equipment Operator		\$20.80	\$21.81	\$22.91	\$24.10
Equipment Operator with Level 1 Water & Sewer	1	\$21.82	\$22.83	\$23.93	\$25.12
Special Projects Coordinator		\$20.97	\$22.04	\$23.09	\$24.16
Planning Technician		\$20.97	\$22.04	\$23.09	\$24.16
Planning Clerk (<i>Assistant with Tech duties</i>)		\$20.09	\$20.97	\$22.04	\$23.09
Planning Assistant		\$19.21	\$19.64	-	-
Accounting Clerk		\$18.32	\$19.21	\$20.09	\$20.97
Administrative Assistant - Reception		\$18.32	\$19.21	\$20.09	\$20.97
Public Works Clerk		\$18.32	\$19.21	\$20.09	\$20.97
Cleaner		\$16.30	\$17.73	\$18.62	\$19.50
Casual Worker	2	\$13.50	\$14.33	\$15.17	\$15.98
Summer Student (<i>18 years and older</i>)	2, 3	minimum wage	min wage \$0.50	min wage \$1.00	min wage \$1.50
Summer Student (<i>under 18 years of age</i>)	2, 3	minimum wage	min wage \$0.50	min wage \$1.00	min wage \$1.50

Notes:

- Public Works Employees can earn \$ 0.25 per hour (in addition to regular rate) for successful completion of Grinder Pump, Operator in Training (OIT) and Level 1 Water & Sewer courses.
- Casual worker and summer student steps are based on consecutive years of service with the municipality and merit. In other words, a casual worker in his second year of service would receive the wage indicated in Step 2 of the applicable Salary Scale if his performance warrants.
- Ontario Ministry of Labour (MOL) minimum wage (as published on the MOL website) is:
As of January 1, 2018: General (18 and older) \$14.00; Student (under 18) \$13.15.

Salary Scale – Management Positions

Position Title	Minimum	Maximum
Treasurer / Administrator	\$96,900	\$122,400
Public Works Superintendent	\$56,151	\$71,589
Municipal Clerk	\$47,963	\$64,434
Municipal Law Enforcement Officer and Chief Building Official	\$46,794	\$59,662
Facility Manager / Recreation Coordinator	\$44,454	\$59,662

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1429

**Being a by-law to authorize the Mayor and Clerk to execute a lease with Ontario
Northland Transportation Commission (ONTC) for a parking lot on Stevens Road.**

WHEREAS under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

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

AND WHEREAS the Corporation of the Municipality of Temagami has entered into previous agreements with Ontario Northland Transportation Commission (ONTC) to lease a portion of the Temagami station grounds for a parking lot on Stevens Road with the last agreement expiring on the 31st day of October 2018;

AND WHEREAS the Council of the Corporation of the Municipality deems it desirable to execute a replacement lease;

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

1. That the Mayor and Clerk are hereby authorized and directed to execute the lease agreement covering the period from November 1, 2018 to October 31, 2023 attached hereto as Schedule "A" to this bylaw.
2. That this bylaw shall come into force and take effect upon final passing thereof.
3. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

BE TAKEN AS READ A FIRST time on this 13th day of December, 2018.

READ A SECOND AND THIRD time and finally passed this 13th day of December, 2018.

Mayor

Clerk

LAND LEASE AGREEMENT made effective November 1, 2018

BETWEEN

ONTARIO NORTHLAND TRANSPORTATION COMMISSION
(the "Landlord")

- and -

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
(the "Tenant")

In consideration of the rents, covenants and agreements in this agreement, **THE PARTIES AGREE AS FOLLOWS:**

DEMISE AND TERM

1. **Land:** The Land shall be comprised of the surface rights of the land legally described as Part of PIN 49005-0786 (LT), being Part of the Station Grounds granted to the Temiskaming and Northern Ontario Railway Commission by Order in Council NP1608, in the Geographic Township of Strathy, now the Municipality of Temagami, more particularly shown outlined in red on the sketch attached as Schedule A to this agreement (the "Land").
2. **Lease of Land:** The Landlord hereby leases the Land to the Tenant, and the Tenant hereby leases the Land from the Landlord. Save and except for any representations of the Landlord in section 6, the Tenant accepts the Land on an "as is" basis.
3. **Term:** The term of the Lease shall be five (5) years (the "Term") to be computed from the 1st day of November, 2018, until the 31st day of October, 2023, unless terminated earlier pursuant to the provisions of this Lease. The Land and Improvements shall be surrendered to the Landlord free of encumbrance and without compensation to the Tenant upon expiry of the Term.
4. **Early Termination:** Either party may terminate this Lease prior to the end of the term by providing ninety (90) days advance notice of the termination to the other party.
5. **Overholding:** If the Tenant remains in possession of the Land after the end of the Term without other arrangements agreed to in writing, then the Tenant shall be deemed to be a tenant from month to month only, under all of the same terms and conditions of this Lease then in effect, except as to the duration of the Term. The Tenant shall pay the Landlord monthly rent for such time as Tenant overholds, in the absence of any agreement regarding rent, in the amount of 1/12th of 125% of the Rent payable during the final month of the Term until such time as Tenant vacates the Land. Additional Rent shall be payable during any holdover.

6. **Landlord's Representations:** The Landlord represents and warrants that, as of the commencement of this Lease, it has good title in fee simple to the lands, free from all encumbrances.

GENERAL COVENANTS

7. **Landlord's Covenants:** The Landlord covenants with the Tenant that the Tenant shall and may peaceably hold and enjoy the Land for the Term demised without hindrance or interruption by the Landlord or any other person lawfully claiming by, through or under the Landlord, subject to the terms and conditions of this Lease.
8. **Tenant's Covenants:** The Tenant covenants with the Landlord:
- (a) To pay Rent; and,
 - (b) To observe and perform all the covenants and obligations of the Tenant in this Lease, whether expressed as a covenant or not.
9. **Authority:** The Landlord and Tenant represent and warrant to each other that they have full right and authority to enter into this Lease on the terms and conditions in this Agreement, and that the provisions of this Lease do not conflict with or violate the provisions of any existing agreements between the parties and third parties. Each of the Landlord and Tenant represents and warrants to the other that the individual executing this Lease on such party's behalf is authorized to do so.

RENT

10. **Rent:** The Tenant shall pay Rent to the Landlord without deduction, set-off or abatement in advance on the 1st day of each year of the Term, commencing on the 1st day of November, 2018, in the amount of \$1,600.00, plus applicable taxes (the "Rent"). The Tenant shall pay to the Landlord immediately upon execution of this agreement, a document preparation fee of \$150.00 plus applicable taxes.
11. **Net Lease:** It is the intention of the parties that the Rent shall be net to the Landlord and clear of all taxes, costs and charges arising from or relating to the Lands. The Tenant shall pay all charges, impositions and expenses of every nature and kind relating to the Land as if it were an owner (except charges personal to the Landlord).

ADDITIONAL RENT

12. **Additional Rent:** The Tenant shall pay the following expenses relating to the Land as Additional Rent:
- (a) Real property taxes, rates, duties and assessments levied, rated, charged or assessed on or in relation to the Land;
 - (b) Services supplied to the Land;
 - (c) Maintenance; and,
 - (d) Insurance premiums.
13. **Payment by Tenant:** If any of the charges included in Additional Rent are invoiced directly to the Tenant, the Tenant shall pay the charges as they come due and shall produce proof of payment to the Landlord immediately, if requested to do so. The Tenant may contest or appeal any such charges

at the Tenant's expense. If the Tenant fails to pay any of the charges included in Additional Rent, then the Landlord may make such payments and charge them to the Tenant as Additional Rent. The Landlord has the rights against the Tenant for default in payment of Additional Rent as it has against the Tenant for default in payment of Base Rent. If such charges are not paid by the Tenant on demand, the Landlord shall be entitled to the same remedies and may take the same steps for recovery of the unpaid charges as if they were Rent in arrears.

ALTERATIONS, MAINTENANCE AND REPAIRS

14. **Alterations:** The Tenant will not make or erect any installations, alterations, additions or partitions (collectively, the "Improvements") on the Land, without the prior approval of the Landlord of the plans showing the design and nature of the buildings, structures or installations and their proposed location. If approved, the Improvements shall be constructed and thereafter maintained by and at the cost and expense of the Tenant to the reasonable satisfaction of the Landlord.
15. **Ownership of Improvements:** The Improvements shall become the absolute property of the Landlord upon the expiration or termination of the Lease, but shall be deemed, as between the Landlord and the Tenant, during the Term to be the separate property of the Tenant and not of the Landlord.
16. **Compliance:** All Improvements to the Land made by the Tenant must comply with the applicable building code standards and by-laws of the municipality in which the Land is located. The Tenant shall be responsible for and pay the cost of any alterations or improvements that any governing authority may require to be made in, on or to the Land.
17. **Drainage:** The Tenant shall maintain the existing drainage pattern of the Land and cause no alteration without the prior approval of the Landlord.
18. **Maintenance:** The Tenant shall keep the Land and Improvements in good condition and shall, with or without notice, promptly make all needed repairs and all necessary replacements as required by the Landlord. The Tenant shall be responsible for, but not limited to, snow removal and off-site hauling and site grading.
19. **Condition on Surrender:** Upon the expiry of the Term or other determination of this Lease, the Tenant agrees peaceably to surrender the Land and the Improvements, to the Landlord in a state of good repair.
20. **Substantial Damage:** The Tenant shall immediately give written notice to the Landlord of any substantial damage that occurs to the Land and Improvements from any cause.
21. **Liens:** The Tenant shall not permit any lien to be claimed against the Land for any labour or materials furnished to, or with the consent of, the Tenant, in connection with any work performed or claimed to have been performed on the Land or the Improvements by or at the direction of the Tenant. The Tenant, at its own expense and by whatever means necessary, shall immediately obtain the release or discharge of any encumbrance registered against the Land in connection with any use or activity of the Tenant.
22. **Landlord's Access:** The Landlord or its representative shall be entitled to enter upon the Land and Improvements at any time during normal business hours, on reasonable prior notice, for the purpose

of inspecting the Land and Improvements. The Landlord shall take reasonable precautions and attempt to schedule such inspections so as not to unreasonably interfere with the Tenant's use and enjoyment of the Land and Improvements.

23. **Repairs and Maintenance:** If upon inspection by the Landlord, repairs or maintenance to the Land or Improvements are found to be necessary, written notice of the repairs or maintenance required shall be given to the Tenant by the Landlord and the Tenant shall make the necessary repairs or perform the maintenance within the time specified in the notice. If the Tenant refuses or neglects to make the necessary repairs or maintenance, the Landlord may, but shall not be obliged to, make any necessary repairs or maintenance and shall be permitted to enter the Land and Improvements for the purpose of effecting the repairs or maintenance without being liable to the Tenant for any loss, damage, or inconvenience to the Tenant in connection with the Landlord's entry and repairs or maintenance. If the Landlord makes repairs or performs maintenance, the Tenant shall pay the cost of them immediately as Additional Rent.
24. **Removal:** The Tenant shall, at its own expense, if requested by the Landlord, either during the Term or upon the expiry or other termination of this Lease, remove any or all Improvements and shall repair all damage caused by the installation or the removal or both.
25. **Damage and Destruction:** If the Improvements are damaged or destroyed, the Tenant shall at its sole cost and expense repair or replace the same. In no event will there be an abatement of Rent or Additional Rent by reason of such damage.

USE and COMPLIANCE WITH LAWS

26. **Permitted Uses:** The Tenant shall use the Land only for the purpose of a public municipal parking lot and shall not use the Land for any other purpose. The Tenant shall satisfy itself that the use is a lawful use of the Land and in compliance with all restrictions registered against title to the Land, without further governmental consents, approvals or permits being necessary. The Tenant will operate the parking lot in a manner as not to interfere with the Landlord's use of the Adjacent Land.
27. **Condition of the Land:** The Tenant acknowledges that the lease of the Land is on an "as is" basis and the Tenant has satisfied itself as to the condition of the Land and its suitability for the use intended. The Tenant acknowledges that it has inspected the Land and conducted an independent investigation of current and past uses of the Land and the Tenant has not relied on any representations by the Landlord concerning any condition of the Land, environmental or otherwise. The Landlord makes no representations or warranties whatsoever regarding the fitness of the Land for any particular use or regarding the presence or absence upon or under the Land or any surrounding or neighbouring lands of leakage or likely leakage or emission of environmental contaminants from or onto the Land or of any dangerous or potentially dangerous substance or condition.
28. **Rail Operations:** The Landlord has a rail right-of-way within 50 metres of the Land. There may be alterations to or expansion of the rail facilities on such right-of-way in the future including the possibility that the Landlord may expand its operations such that the working environment of the Tenant will be affected. Notwithstanding the inclusion of any noise and vibration attenuating measures, the Landlord will not be responsible for any complaints or claims arising from operations on, or and under the rail right-of-way. This section shall bind the Tenant after expiration or early termination of this Lease.

29. **Access to the Premises:** The Landlord does not warrant safe access to the Land and access thereto shall be at the risk of the Tenant. The Tenant shall access the Land from Oak Street.
30. **Customer's Use:** The Tenant shall, subject to it obtaining any required governmental permits and approvals, at its sole expense, erect a fence or concrete barriers around the perimeter of the Land to prevent the public from crossing the Landlords railway tracks and to prevent the public from parking on the land owned by the Landlord adjacent to the Land (the "Adjacent Land"). The Tenant shall erect signage directing the public towards the O'Connor Drive public railway crossing. The Tenant will be responsible for all damages to the Adjacent Land caused by the public parking on the Adjacent Land. The Tenant shall indemnify and hold the Landlord harmless from and against any claims or losses arising from the public parking on the Adjacent Land.
31. **Laws:** The Tenant will comply with all laws, by-laws, order, rules and regulations of any lawful authority having jurisdiction respecting all Improvements, goods and other property on the Land and the Tenant's use of the Land.
32. **Nuisance:** The Tenant shall not at any time use the Land in any way considered objectionable to the Landlord, nor to obstruct or interfere with the operation, maintenance or use of any railway track, roadway or works of the Landlord, or others, in the vicinity of the Land.

ENVIRONMENT

33. For the purpose of this part, "Environmental Contaminant" means any substance, material or waste defined, regulated, listed or prohibited by environmental laws, including pollutants, contaminants, chemicals, deleterious substances, dangerous goods, hazardous or industrial toxic wastes or substances, radioactive materials, flammable substances, explosives, petroleum and petroleum products, polychlorinated biphenyls, chlorinated solvents and asbestos.
34. **Compliance:** Throughout the term of the Lease, the Tenant is required to comply with all applicable environmental laws and practice good environmental stewardship.
35. **Environmental Contaminants:** The Tenant shall not cause or permit any Environmental Contaminants to be located, stored, disposed of, produced, processed, deposited, released, discharged or incorporated in, on or under any part of the Land. The Tenant shall remove from the Land, immediately upon demand, at its cost, any Environmental Contaminants introduced thereto by the activities of the Tenant. If there is remediation work required on the Land due to environmental contamination that occurred during the Term of the Lease, the Tenant shall reimburse the Landlord or any public authority or any third party for any costs incurred to complete the remediation work.
36. **Existing Contamination:** The Tenant shall have no responsibility under section 35 for Environmental Contaminants existing in the Land prior to the Tenant taking possession of the Land.
37. **Ownership:** Notwithstanding any provision of law to the contrary, any Environmental Contaminants placed or permitted on or under the Land by the Tenant in contravention of section 35 shall remain the property of the Tenant.
38. **Survival:** The obligations of the Tenant under sections 34 to 37 shall survive the expiry or other termination of this Lease.

SALE

39. **Sale:** If the Landlord sells the Land or if the Land is expropriated by any Federal, Provincial or Municipal authority, the Landlord shall have the right, notwithstanding anything in this Lease, to terminate this Lease upon giving ninety (90) days advance notice in writing to the Tenant of its intention so to do and the Tenant shall surrender this Lease and all the remainder of the Term, if any, then yet to come and unexpired, upon the expiration of the ninety (90) day notice period, and will, subject nevertheless to the provisions in this Lease, vacate the Land and yield up to the Landlord the peaceable possession thereof. The ninety (90) days' notice need not expire at the end of any year or at the end of any month, and if the day fixed for termination of the Lease expires on a day other than the last day of a month, the Rent for such month shall be apportioned for the broken period and the parties shall be released from any further obligations with respect to any matter under this Lease, except those obligations that are intended to survive the expiry or termination of this Lease.

INSURANCE AND INDEMNITY

40. **Risk of Injury:** The Tenant shall assume all risk of injury, loss or damage by fire, theft or other cause, whether due to the negligence of the Landlord and those for whom the Landlord is in law responsible or otherwise, to all property of the Tenant and property of the Tenant's customers on the Land.
41. **Indemnity:** Save and except to the extent caused by or contributed to by the negligence or willful misconduct of the Landlord or those for whom the Landlord is in law responsible, the Tenant indemnifies the Landlord and saves it harmless from and against any and all loss, claims, actions, damages, liability and expense in connection with loss of life, personal injury, damage to property or any other loss or injury whatsoever arising from or out of this Lease, or any occurrence in, upon or at the Land, or the occupancy or use by the Tenant and the Tenant's customers of the Land, or any part thereof, or occasioned wholly or in part by any act or omission of the Tenant, the Tenant's customers or by anyone permitted to be on the Land by the Tenant. If the Landlord shall, without fault on its part, be made a party to any litigation commenced by or against the Tenant, then the Tenant shall protect, indemnify and hold the Landlord harmless and shall pay all costs, expenses and reasonable legal fees incurred or paid by the Landlord in connection with such litigation. The Tenant shall also pay all costs, expenses and legal fees (on a solicitor and his client basis) that may be incurred or paid by the Landlord in enforcing the terms, covenants and conditions in this lease, unless a Court shall decide otherwise.
42. **Special Damages:** The Landlord and the Tenant shall not be liable for nor indemnify and save harmless the other or anyone for whom it is in law responsible from and against any indirect, special or consequential damages, including loss of revenue, loss of profits, loss of business opportunity or loss of use of any facilities or property even if advised of the possibility of such damages.
43. **No Indemnity:** Notwithstanding anything else in this agreement, any express or implied reference to the Landlord providing an indemnity or any other form of indebtedness or contingent liability that would directly or indirectly increase the indebtedness or contingent liabilities of the Landlord, whether at the time of execution of this agreement or at any time during the duration of this agreement, shall be void and of no legal effect.
44. **Survival:** The obligations of the Tenant under sections 40 to 43 shall survive the expiry or other termination of this Lease.

45. **General Liability Insurance:** The Tenant, at its expense, will procure and maintain throughout the term of this Lease or any renewal thereof, Commercial General Liability Insurance in a form and content satisfactory to and with insurance companies acceptable to the Landlord, protecting both the Landlord and the Tenant against liability for bodily injury and death and for damage to or destruction of property by reason of any occurrence or accident in, on or about the Land leased by the Tenant, including Tenant's legal liability, with liability coverage in an amount of not less than five million dollars (\$5,000,000.00), and such higher limits as the Landlord may reasonably require from time to time. The Commercial General Liability insurance shall contain a cross liability and severability of interest clause. The Landlord shall be added as an additional insured to the commercial general liability insurance policy. There shall be a waiver of subrogation against the Landlord in the policy. The policy shall not have limitations on or exclusions from coverage arising from working on or around railway property.
46. **Property Insurance:** The Tenant shall at its expense procure and maintain "all risks" insurance on a replacement cost basis in respect of all Improvements, insurable goods, merchandise and other property in respect of which the Tenant has an insurable interest which may at any time be on the Land. The Tenant releases the Landlord from all claims for any loss resulting from the Tenant's neglect or failure to so insure. There shall be a waiver of subrogation against the Landlord in the policy.
47. **Subrogation:** The Tenant shall have no claim against the Landlord or the Landlord's insurance for any damage the Tenant may suffer.
48. **Evidence of Insurance:** Upon the request of the Landlord, the Tenant shall provide to the Landlord evidence of such insurance having been obtained and maintained in the form of a certificate of insurance. The insurance shall not be subject to cancellation except after at least thirty (30) days' advance written notice to the Landlord. The Tenant shall provide to the Landlord, within 15 days of execution of this agreement, copies of any lease or license or other agreement relating to the Premises which have been entered into between the Tenant and a third party.
49. **Notification:** The Landlord shall not be responsible for notifying the insurers of any occurrence or accident on or around the Land.
50. **Insurance During Assignment:** Notwithstanding the provisions of the assignment clause herein, the Tenant shall ensure that any Assignee of the Lease shall obtain and maintain in full force and effect, during the term of such assignment, the insurance referred to in this part. The Tenant shall obtain from such Assignee, and shall provide to the Landlord, a certificate that such insurance has been obtained and is being maintained.

EVENTS OF DEFAULT AND LESSOR'S REMEDIES

51. **Events of Default:** The following shall constitute an Event of Default by the Tenant:
- (a) the Tenant has failed to pay rent for a period of 15 business days, and such failure continues for five (5) business days after written notice from the Landlord;
 - (b) the Tenant has breached its covenants or failed to perform any of its obligations under this Lease (other than its covenant to pay rent) and such default has continued for a period of 10 business days (or such longer period as the Landlord determines acting reasonably is

reasonable in the circumstances) after notice by the Landlord to the Tenant specifying with reasonable particularity the nature of such default and requiring the same to be remedied, or if by reason of the nature thereof, such default cannot be cured by the payment of money and cannot with due diligence be wholly cured within such 10 business day period, if the Tenant has failed to commence or rectify or cure such default.

(c) the Tenant has:

- i) become bankrupt or insolvent or made an assignment for the benefit of creditors;
- ii) had its properties seized or attached in satisfaction of a judgment;
- iii) had a receiver appointed;
- iv) committed any act or neglected to do anything with the result that a construction lien or other encumbrance is registered against the Landlord's property; or
- vi) taken action if the Tenant is a corporation, with a view to winding up, dissolution or liquidation;

(c) any insurance policy is cancelled or not renewed by reason of the use or occupation of the Land, or by reason of non-payment of premiums and the Tenant has failed to remedy the situation, use, condition, occupancy or other factor giving rise to such actual or threatened cancellation or adverse change within 48 hours after written notice thereof from the Landlord;

(d) the Tenant abandons the Land and Improvements; and,

(e) The Land is used by any other person or persons than the Tenant or for any other purpose than as provided for in this Lease without the written consent of the Landlord.

52. **Remedies:** If and whenever an Event of Default occurs, then, without prejudice to any other rights which it has pursuant to this Lease or at law, the Landlord shall have the following rights and remedies, which are cumulative and not alternative:

(a) To terminate this Lease by notice to the Tenant;

(b) To re-enter the Land and repossess them and to remove all persons and property from the Land and Improvements and store such property at the expense and risk of the Tenant or sell or dispose of such property in such manner as the Landlord sees fit without notice to the Tenant. No entry by the Landlord shall have the effect of terminating this Lease without notice to that effect to the Tenant;

(c) To enter the Lands and Improvements as agent of the Tenant to do any or all of the following:

- (i) Relet the Lands and Improvements for whatever length of time and on such terms as the Landlord, in its discretion, may determine, and to receive the Rent therefor;
- (ii) Take possession of any property of the Tenant on the Land and Improvements, store such property at the expense and risk of the Tenant, or sell or otherwise dispose of such property in such manner as the Landlord sees fit without notice to the Tenant;
- (iii) Make alterations to the Land and Improvements to facilitate their reletting;

- (iv) Apply the proceeds of any such sale or reletting, first to the payment of any expenses incurred by the Landlord with respect to any such reletting or sale, second, to the payment of any indebtedness of the Tenant to the Landlord other than Rent, and, third, to the payment of Rent in arrears, with the residue to be held by the Landlord and applied to payment of future Rent as it becomes due and payable, provided that the Tenant shall remain liable for any deficiency to the Landlord;
 - (d) To remedy or attempt to remedy any default of the Tenant under this Lease, at the expense of the Tenant, and to enter upon the Land for such purposes. No notice to the Tenant of the Landlord's intention to remedy the default need be provided unless expressly required by this Lease. The Landlord shall not be liable to the Tenant for any loss, injury or damages cause by the acts of the Landlord in remedying or attempting to remedy the default. All expenses of the Landlord in remedying or attempting to remedy such default shall be payable the Tenant to the Landlord forthwith upon demand and shall be deemed to be Rent.
 - (e) To recover from the Tenant all damages, costs and expenses incurred by the Landlord as result of any default by the Tenant including, if the Landlord terminates this Lease, any deficiency between those amounts which would have been payable by the Tenant for the portion of the Term following such termination and the net amounts actually received by the Landlord during such period of time with respect to the Land; and,
 - (f) To recover from the Tenant the full amount of the current month's Rent together with the next three months' installments of Rent, all of which shall immediately become due and payable as accelerated Rent.
53. **Distress:** The Tenant waives and renounces the benefit of any present or future statute taking away or limiting Landlord's right of distress, and covenants and agrees that notwithstanding any such statute none of the goods and chattels of the Tenant on the Premises at any time during the Term shall be exempt from levy by distress for Rent, of goods owned by it, in arrears. Nothing herein shall entitle Landlord to obtain possession of any records of Tenant's personnel on the Premises.

ASSIGNMENT

54. The Tenant shall not assign this Lease or sublet the whole or any part of the Land unless it first obtains the consent of the Landlord in writing, which consent shall not be unreasonably withheld, conditioned or delayed. The Tenant shall provide to the Landlord, within 15 days of execution of this agreement, copies of any lease or license or other agreement relating to the Land which have been entered into between the Tenant and a third party.
55. The consent of the Landlord to any assignment or subletting shall not operate as a waiver of the necessity for consent to any subsequent assignment or subletting.
56. Any consent granted by the Landlord shall be conditional upon the assignee, sub-lessee or occupant executing a written agreement directly with the Landlord agreeing to be bound by all the terms of this Lease as if the assignee, sub-tenant or occupant had originally executed this Lease as tenant.

57. Any consent given by the Landlord to any assignment or other disposition of the Tenant's interest in this Lease or in the Land shall not relieve the Tenant from its obligations under this Lease, including the obligation to pay Rent and Additional Rent.
58. Notwithstanding anything contained in this Lease to the contrary, the Tenant shall be entitled, without the consent of the Landlord, to transfer or assign this Lease or sublet the Land to any other body corporate which is controlled by the Tenant or which is an affiliate of the Tenant or to any subsidiary or related corporation, within the meaning of the *Canada Business Corporations Act*.

GENERAL

59. **Relationship:** Nothing contained herein shall be deemed or construed by the parties, nor by any third party, as creating the relationship of principal and agent, landlord and tenant, or of partnership or of joint venture between the parties, it being understood and agreed that none of the provisions contained herein, nor any of the acts of the parties shall create any relationship between the parties other than that of landlord and tenant as described in this Lease. The Tenant shall be solely responsible for its employees and all obligations relating to its employees throughout the term of this Agreement.
60. **Notice:** Any notice required by this Lease shall be in writing and shall be deemed to have been sufficiently given sent by personal delivery, facsimile, e-mail or by prepaid courier or registered post addressed to the Landlord to:

Attention: Legal and Realty Department
555 Oak Street East
North Bay, ON P1B 8L3
Fax: 705-472-4267
Email: Erin.Mullens@ontarionorthland.ca

And addressed to the Tenant to:

Attention:
7 Lakeshore Drive
Temagami, ON P0H 2H0
Fax:
Email:

Such notice shall be deemed to have been received on the date of which it was delivered or sent by facsimile, e-mail or if mailed by post, on the fifth (5th) business day following the date of mailing. Any party may change its address for the purpose of this section by giving ten (10) business days prior written notice of such change to the other party in the manner set out above. In the case of the interruption or anticipated interruption in the mail service in which case such notice shall be given by personal delivery or facsimile or e-mail or pre-paid courier.

61. **Interpretation:** The words importing the singular number only shall include the plural, and vice versa, and words importing the masculine gender shall include the feminine gender, and words importing persons shall include firms and corporations and vice versa.

62. **Jurisdiction:** This Agreement shall be governed by and constituted in accordance with the laws in force in the Province of Ontario without regard to conflict of laws principles. The Parties hereby irrevocably attorn to the exclusive jurisdiction of the courts of the Province of Ontario for any legal proceedings arising out of this Agreement or the performance of the obligations hereunder.
63. **Entire Agreement:** This Agreement constitutes the entire agreement between the parties relating to the subject matter herein and supersedes any and all prior agreements, negotiations, representations and understandings whether written or oral between the Parties. This Agreement may not be released, supplemented or modified in any manner except by a further written agreement signed by a duly authorized officer or representative of each of the parties.
64. **Waiver:** No provision hereof shall be deemed waived, unless such waiver is in writing signed by the party to be charged with such waiver, and a waiver of any provision in one instance shall not be deemed as a waiver in any other instance.
65. **Registration:** The Tenant shall not at any time register notice of a copy of this Lease on title to the property of which the Land forms part without the consent of the Landlord.
66. **Successors:** This Agreement and the covenants, provisions and obligations contained herein shall enure to the benefit of and be binding upon the parties and their heirs, executors, administrators, successors and permitted assigns.
67. **Counterparts and Electronic Delivery:** This Agreement may be executed and delivered by facsimile or electronic transmission and the parties may rely upon all such facsimile or electronic signatures as though such facsimile or electronic signatures were original signatures. This Agreement may be executed in any number of counterparts and all such counterparts shall, for all purposes, constitute one agreement binding on the parties.

[signature page follows]

IN WITNESS WHEREOF the parties have executed this Agreement.

**ONTARIO NORTHLAND
TRANSPORTATION COMMISSION**

Per _____
Donna Jaques, General Counsel

Date: _____

I have authority to bind the corporation

**THE CORPORATION OF THE MUNICIPALITY OF
TEMAGAMI**

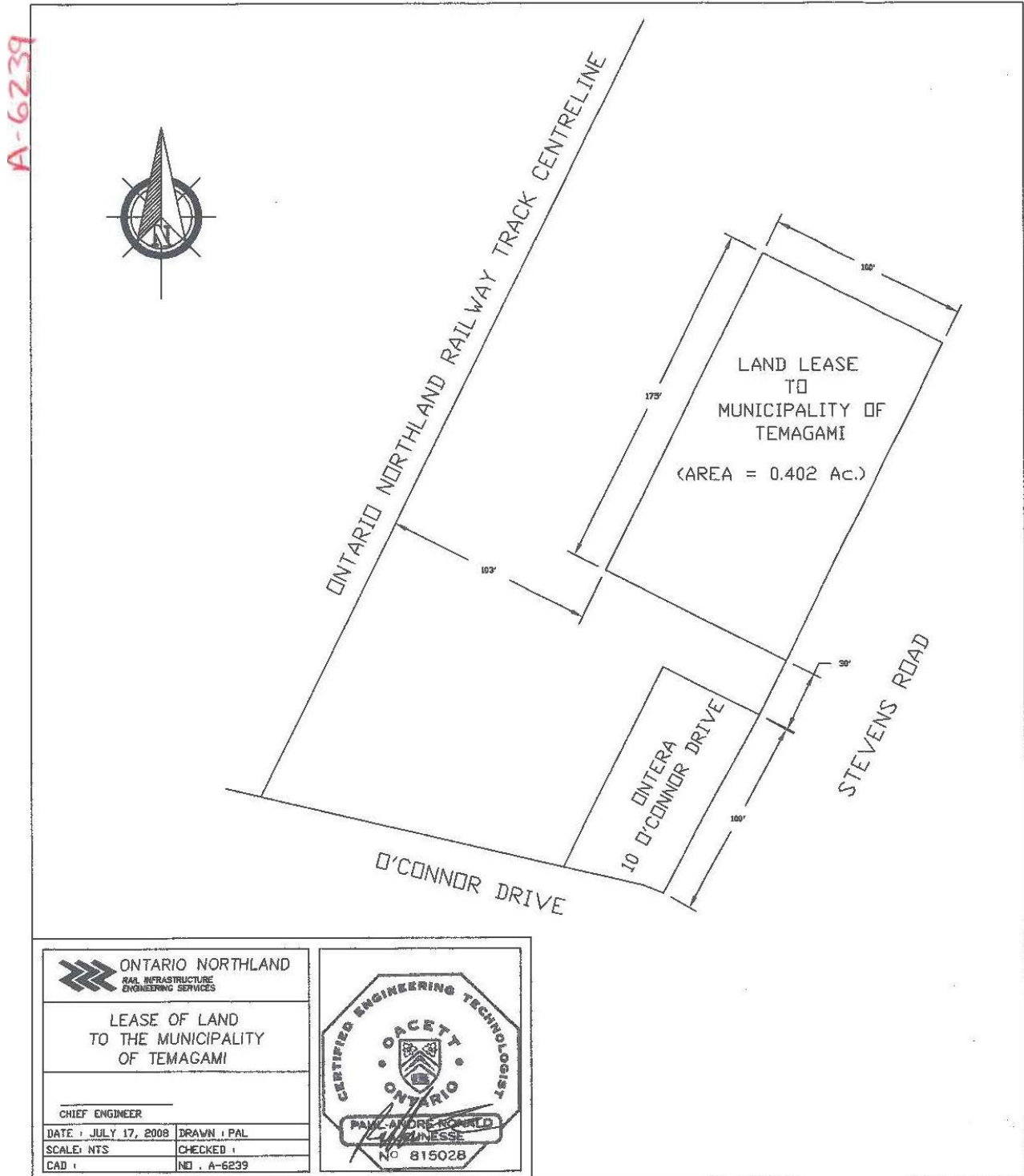
Per _____
Name:
Title:

Per _____
Name:
Title:

Date: _____

I/We have authority to bind the corporation

Schedule A



TEMAGAMI POLICE SERVICES BOARD
MEETING MINUTES
Wednesday, September 19, 2018 at 1:00 pm
Boardroom-Temagami Municipal Office

Present: Don Johnson
Dan O'Mara

Inspector Hlady
Debbie Morrow-Secretary

Absent: Penny St Germain

Guest: Sgt Morgan

1 Call to Order

Meeting called to order at 12:58 pm

2 Adoption of Agenda

Agenda for September 19, 2018 Meeting accepted as presented.

Moved by Dan O'Mara

Seconded by Don Johnson

BE IT RESOLVED THAT: the September 19, 2018 Agenda be accepted as presented.

Carried

3 Conflict of Interest / Pecuniary Interest disclosure

None.

4 Presentations and Delegations

None.

5 Acceptance of minutes of the previous meeting

Minutes for Temagami Police Service Board Meeting held on June 13, 2018 are accepted as presented.

Moved by Dan O'Mara

Seconded by Don Johnson

BE IT RESOLVED THAT: the Temagami Police Services Board Minutes from June 13, 2018 be accepted as presented.

Carried

6 Business arising from the minutes

6.1 Lake Temagami Watch Update from Dan O'Mara:

6.1a Court date is upcoming for one of the persons charged for the break-ins on Lake Temagami.

- 6.1bi Lake Temagami Watch Picnic held in August was very well attended. (Approximately 50 in attendance)
- 6.1bii OPP Safe Guard Program made a presentation but did not include any information on Trace Pen as part of keeping your property safe.
- 6.1biii Inspector Hlady stated that Safe Guard Program is provincially mandated and not all areas the Trace Pen works.
- 6.1biv TRACE PEN is a brand.
- 6.1c New sign put up on Temagami Marine building for the Lake Temagami Watch Program highly visible from Temagami Marine Road,
- 6.1ci Trying to arrange with OPP for Photo with the sign.
- 6.1d No recent break-ins on the lake; quiet summer.
- 6.1e Trace Pen – promo code for 10% off to buy online.
- 6.1fi Inspector Hlady asked how many people have residences on Lake Temagami: approximately 50 permanent residents on Lake Temagami and approximately 840 cottages.
- 6fii Inspector Hlady asked the possibility of Cottagers removing valuable items? It is not a feasible prospect.
- 6.fiii Cottagers have been advised to leave gas and booze outside so that thief's would not have a reason to due structural damage.
- 6. g Inspector Hlady commented that the OPP plane has been newly equipped with high tech cameras and they will be able to do several aerial surveillances.
- 6.h Snowmobile patrols with the OPP and Cottage Watch for this winter are a really good working relationship.

7 Ratification / Consent items

- 7.1a&b Ratification for payment of Penny St. Germain's OAPSB conference expense \$80.00 and retirement gift purchased for Brent Cecchini \$45.20 totalling \$125.20.

Moved by Dan O'Mara

Seconded by Don Johnson

BE IT RESOLVED THAT: the payment of \$125.20 to Penny St. Germain was ratified.

Carried

- 7.2a&b Consent to pay Memo and Invoice for Secretary's wages totalling \$166.50

Moved by Don Johnson

Seconded by Dan O'Mara

BE IT RESOLVED THAT: consent to pay Secretary's wages totalling \$166.50 was received.

Carried

8 Items for discussion

- 8.1a Zone 1A conference held in Sturgeon Falls on September 6&7 did not have any Temagami Police Services Board members in attendance.
- 8.1b No minutes received as of today's meeting.
- 8.2a Engraved Beer Steins were purchased for Brent Cecchini's retirement gift.
- 8.2b His retirement party was held in August; it was last minute party.

- 8.2ci To organize a lunch or dinner with Brent; before or after our next Police Board Meeting in November at Temagami Shores.
- 8.2cii Debbie to contact Brent; his cell phone number given by Sgt Morgan.
- 8.3 OAPSB Board of Directors has Doug Jelly as Zone 1A representative.
- 8.4a Review of the Spring OAPSB Conference has been prepared by Penny St. Germain.

Moved by Don Johnson
Seconded by Dan O'Mara

BE IT RESOLVED THAT: OAPSB Spring Conference review be presented to Mayor and Council.
Carried

9 Items for General Information

Items 9.1 to 9.19 forwarded to board members ahead of meeting when retrieved from the OAPSB website.

- * Majority of the All Chief's Memos are directly rated to changes due to the new Legalization of Cannabis Legislation.
- * Inspector Hlady commented that there is still a lack of direction.

10 Detachment Commander's Report

10.1 Detachment Commander's Report

All Stats represent May to July 2018 (Unless otherwise noted)

10.1ai Criminal Code and Provincial Statute Charges down by 32% year to date in comparison to previous year to date.

10.1aii Main reason for the decline is due to redeployment of officers during the Forest Fire situations in various other communities.

10.1aii Traffic Related Charges dropped by a significant amount due to the same reasons.

10.1aiii OPP are very aware of the substantial Hwy Closures; a Grass Roots Blitz is going to be done from Hwy 64 to Kirkland Lake along the Hwy 11 corridor.

10.1aiv Plan on using aerial surveillance as well.

10.1av October 8 meeting to be held with the OPP and MTO about the Pan Lake corner to investigate if it is an engineering design problem or distracted drivers and speed problem.

10.1avi Suggestion to form a Team 11 Committee with MTO, OPP and Community Representatives.

10.1bi Violent Crimes dropped by 33%

10.1bii Significant Property Crime drop- 52% from year to date comparison too 2017- largely due to jail time for involved party/parties.

10.1biii Drug Crime no change.

10.1biv Clearance Rate is up overall by 24% year to date comparison to 2017 (largely to do with solving of Property Crime cases)

10.1ci Calls for Service Year To Date Weighted Average 698.6 down from 823.0 same period of time last year.

10.1di No CAOC Report produced that contains Public Complaint, Patrol Hours and Officer Changes.

10.1dii Inspector Hlady stated they were not aware of how the report and will look into for next meeting.

- 10.1diii Temiskaming Shores Police Services Board requested the same report.
- 10.2 Calls for Service did not increase due State of Emergency called in Temagami as it was treated as one call.
- 10.3a Inspector Hlady attached an information bulletin about changes in Ontario to the Ontario Cannabis Act.
- 10.3b It will be submitted to council with the minutes.
- 10.3ci Inspector Hlady inquired if the Municipality was going to Opt in or out of allowing Retail Outlet in Temagami.
- 10.3cii Dan O'Mara was unaware of any Outlets being opened in Temagami.

11 Next Meeting: Wednesday, November 14, 2018 at 1:00 pm at the Temagami Municipal Office Boardroom

* If Dinner is arranged for Brent the meeting might be delayed until 2:00.

12 In Camera Agenda

None

13 Adjournment

BE IT RESOLVED THAT: The meeting is adjourned at 2:11 pm.

Moved by Don Johnson

Second by Dan O'Mara

Carried

What Changes in Ontario?

According to the Ontario Cannabis Act, 2017, Ontario Cannabis Retail Corporation Act, 2017 and the Smoke-free Ontario Act, 2017 (legislation is currently on hold) on Oct 17:

- Cannabis will only be sold online by the Ontario Cannabis Store until the private retail model is established.
- The age for an adult to purchase, possess or cultivate cannabis is 19 or older.
- Individuals under the age of 19 cannot attempt to purchase or purchase, possess, consume, or distribute cannabis or engage in home cultivation.
- An individual 19 years of age or older can possess and share up to 30 grams of cannabis or its equivalent in public.
- An individual 19 years of age or older can have/cultivate up to four plants per residence (where they ordinarily reside), inside or outside of his/her property (not per person).
- Cannabis can be consumed in a private residence including the outdoor space of a home (e.g. a porch or backyard), in a unit or on a balcony of a multi-unit residence (subject to a building's rules or lease) but not in public places, workplaces, or inside a vehicle unless an exemption is provided for in the legislation.
- When transporting cannabis in a vehicle or boat, unless otherwise exempt, the cannabis must be packaged in a way that it is fastened closed or is not otherwise readily available to any person in the vehicle or boat.
- There is no limit to the amount of cannabis that can be possessed in the home.

When cannabis is legal, individuals who act outside of the law can still face criminal charges.

Temagami Public Library

Minutes of Regular Board Meeting

Tuesday June 26th 2018

7:00pm Library Conference Room

Present: Peter DeMan, Carol Lowery, Claudia Smith, Anita Mamen, Marvyn Morrison

Absent with notice: Lorie Hunter

Staff: Quelia Cormier (CEO)

1. **ADOPTION OF THE AGENDA:** MOVED by Carol Lowery and SECONDED by Marvyn Morrison that the Agenda for June 26th regular board meeting be approved. CARRIED
2. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST:** None declared.
3. **APPROVAL OF THE MINUTES** of the regular Board meeting of May 22nd 2018. MOVED by Anita Mamen and SECONDED by Carol Lowery that the Minutes of the May 22nd Regular Board Meeting be accepted as presented. CARRIED.
4. **BUSINESS ARISING FROM THE MINUTES:** NONE DECLARED
5. **CORRESPONDENCE:**
 - The Library board has received one application for the Tracy Gauvreau Scholarship fund.
6. **TREASURERS REPORT:** MOVED by Anita Mamen and SECONDED by Claudia Smith that the Treasurers report dated June 21st be accepted as presented. CARRIED.
7. **CHIEF EXECUTIVE OFFICERS REPORT:**
 - Annual Survey of Public Libraries has been completed, submitted and the Ministry of Tourism, Culture and Sport had signed off.
 - 2018 TD summer reading program has begun.
 - The Library is having their annual book sale on Canada Day. We will also be providing colouring sheets and crayons to children on Canada Day.
 - We are awaiting correspondence from True Steel in North Bay with regards to security measures in the library.
 - The library back- up has been fixed.

Motion: MOVED by Anita Mamen and SECONDED by Marvyn Morrison that the CEO report dated June 21st be accepted as presented. CARRIED.

8. Science North

- It has been decided that the library will not host Science North this year due conflicting schedule with another activity in the community. This conflict resulted in low attendance last year.

9. OLS-North Conference 2018

- The CEO will be attending the Conference in Sudbury September 25th, 26th and 27th.

10. TRACY Gauvreau Scholarship

Motion: MOVED by Carol Lowery and Seconded by Claudia Smith that the Tracy Gauvreau Scholarship be awarded at the Municipality of Temagami's July Council Meeting in the amount of \$300.00, should we receive a suitable applicant. CARRIED.

11. Change to Wednesday's Hours

- It has been decided that the library hours for Wednesdays will be changed to 1pm to 6pm for safety precautions. This change will eliminate working alone in the Library in the evenings.

12. NEXT MEETING: September 24th 2018

13. ADJOURNMENT: MOVED by Claudia Smith and SECONDED by Anita Mamen that the regular board meeting of June 26th be adjourned at 8:03pm.

Temagami Public Library

Minutes of Regular Board Meeting

Tuesday October 9th 2018

7:00pm Library Board Room

Present: Peter DeMan, Carol Lowery, Claudia Smith, Anita Mamen

Staff: Quelia Cormier CEO

Absent with notice: Marvyn Morrison, Lorie Hunter

1. **ADOPTION OF THE AGENDA:** MOVED by Claudia Smith and SECONDED by Carol Lowery that the Agenda for Tuesday October 9th regular board meeting be approved as presented. CARRIED
2. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST:** None declared.
3. **APPROVAL OF THE MINUTES** of the regular board meeting of June 26th 2018. MOVED by Anita Mamen and SECONDED by Claudia Smith that the minutes of June 26th 2018 regular board meeting be accepted as presented. CARRIED
4. **BUSINESS ARISING FROM THE MINUTES:** None
5. **CORRESPONDENCE:** None
6. **TREASURES REPORT:** MOVED by Carol Lowery and SECONDED by Anita Mamen that the treasures report dated October 9th 2018 be accepted as presented. CARRIED
7. **CHIEF EXECUTIVE OFFICERS REPORT:**
 - TD summer reading program had 14 children enrolled, with over 100 books read.
 - The Annual Canada Day book sale was a great success with a total of \$413.35 in donation to the library. Thank you to Gladys DeMan for all her help again this year.
 - Rock Painting program sponsored by Patrick Cormier was held on August 22nd we had over 34 participants of all ages.
 - CEO attended OLS-North Conference in Sudbury from September 25th to 27th 2018.
 - Staff feeling is feeling a lot more comfortable with the changes to the Wednesday evening hours. Staff will not be alone in the building in the evening.
 - Public Library Operating Grant application has been completed and submitted well ahead of the October 15th deadline.

MOVED by Anita Mamen and SECONDED by Claudia Smith that the CEO's report be accepted as presented. CARRIED.

8. OTHER BUSINESS

Tracy Gauvreau Scholarship follow- up

- This year's scholarship has been awarded to Allison Lockhart who is pursuing post-secondary school education in the education field. Carol will follow up with the Temagami Community Foundation with regards to the libraries' investment with the foundation.

Temagami Country Christmas

- Temagami Public Library is again looking forward to being part of the event this year. Quelia will look at getting a sign for our table as well as baskets for the draws and bookmarks to be given away.

Saturday Morning work Schedule

- Staff will take turns working the Saturday Morning shift at the library.

Halloween

- The Temagami public library will be hosting a Spooktacular Storytime in the Library on October 27th. Quelia will pick up a small treat for everyone to take home with them when they are leaving the library.

9. **NEXT MEETING:**

October 30th 2018

10. **ADJOURNMENT:** MOVED by Carol Lowery and SECONDED by Anita Mamen that the regular board meeting of October 9th be adjourned at 7:35pm. CARRIED.

Temagami Public Library

Minutes of Regular Board Meeting

Tuesday October 30th 2018

7:00pm Library Board Meeting

Present: Peter DeMan (Chair), Carol Lowery, Lorie Hunter, Marvyn Morrison, Anita Mamen

Staff: Quelia Cormier (CEO)

Absent without Notice Claudia Smith

1. **ADOPTION OF THE AGENDA:** MOVED by Lorie Hunter and SECONDED by Marvyn Morrison that the Agenda for October 30th 2018 regular library board meeting be approved. CARRIED.
2. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST:** None declared.
3. **APPROVAL OF THE MINUTES** of the regular board meeting of October 9th 2018. MOVED by Carol Lowery and SECONDED by Anita Mamen that the minutes of OCTOBER 9th 2018 board meeting be accepted as presented. CARRIED.
4. **BUSINESS ARISING FROM THE MINUTES:**
 - Quelia Cormier has purchased a library sign for the table and Christmas book marks to hand out at the Temagami Country Christmas November 30th and December 1st.
 - Tracy Gauvreau Scholarship: Carol has been trying to get a hold of someone from the Temagami Community Foundation with regards to our investment. We hope to hear from them soon as they have just hired a new administrator.
5. **CORRESPONDENCE:** None
6. **TREASURERS REPORT:** Not available at this time.
7. **CEO's REPORT:**
 - The staff at the Temagami Public Library held a SPOOKTACULAR Story Time. We had 9 Children along with their caregivers as well as a few local seniors join us for a story, songs and a craft. Each person left with a Halloween treat bag.
 - The CEO will set up and maintain an Instagram account for The Temagami Public Library.
 - At the October 18th Regular Council meeting the Temagami Community Foundation presented the library with a beautiful painting of Hilliard (Sonny) Moore and William (Lorne) Pacey. The painting was done by Hugh McKenzie and donated by the Pacey and Wesley Families.
8. **Next Meeting:** November 27th 2018 at 7:00pm

9. **ADJOURNMENT:** MOVED by Anita Mamen and SECONDED by Lorie Hunter that the regular Board meeting of October 30th 2018 be adjourned at 7:30pm. CARRIED.

Municipality of Temagami
Community Emergency Management Program Committee Meeting (CEMPC)
Tuesday November 20, 2018
10:00 to 11:30 AM
Former Chamber office, Municipal Building

DRAFT MINUTES

Attendance: Jim Sanderson, Monty Cummings, Paul Elliott, Scott Poirier, Brian Koski

Absent: Jim Stewart, Dan O'Mara, Craig Davidson

1. Adoption of the Agenda – adopted by consensus
2. Review of Past Minutes
 - October 2018 meeting minutes – approved as presented
3. Correspondence
 - Relaunch of compliance reporting tool notice from EMO – Brian to talk to EMO field officer regarding registering as he is resigning effective Nov. 30th, & registering Jim S as alternate for access to the reporting portal
 - CEMC (confirmation)- e-mail from John Stothers re: CEMC position – Brian to follow-up with John

Business Arising

4. Review Draft Terms of Reference for the Emergency Management Program Committee
 - Approved as presented; Jim to draft up memo, submit Terms of Reference to Council for approval at the December meeting; moved by Brian, seconded by Monty – all in favor
5. Review of 2018 Emergency Management compliance guide
 - Discussion on CEMC position – Jim informed committee that potential of new councillor stepping into the position; have 1 year to obtain required training
 - Emergency Management Program Committee – should be in compliance with council's approval, in December, of the committee's terms of reference
 - Hazard Identification and Risk Assessment – completed last month, changes sent off to our EMO field officer
 - Critical Infrastructure list – completed, changes sent to EMO field officer
 - Municipal Emergency Plan – updated, approved by council, revised plan sent to EMO Field officer
 - Municipal Emergency Control Group – believe in compliance with most requirements, submitted request for exercise substitution with the declared

- emergency; lot of changes this year in MCEG membership, Jim will look into what is required / if able to achieve compliance for operations manager
- Emergency Information Officer – no change in staff identified to the position – no change in the reporting for 2018
 - Public Education – Jim has a list of this year's events; the committee to develop a plan for next year
 - Emergency Management Program Annual review – well on our way, completed our review of the plan & Appendix, will start working on the After Action Report from the declared Emergency at the next meeting
 - Emergency Management Program By-law - Jim to follow-up, check wording of the most recent bylaw passed, believe it met requirements, potential that the program committee's Terms of Reference might be passed as a schedule to the existing Bylaw
 - Ran out of time before reviewing the remainder of the document

New Business

6. Plan maintenance (review of appendices)
 - Appendix A –rename as Notification List as the notification procedure is located in the body of the emergency plan
 - Appendix B & C – duplication – resource lists – combine into 1 list/appendix, put local source first for each of the categories (where available)
 - Appendix D – update copy of the act, include regulations made under the act
 - Appendix E – HIRA – already reviewed – wait until new Hazard Identification workbook from EMO comes out – need to do full review next year
 - Appendix F – risk based plans – EMO field officer recommended we have a plan for each of the Hazards identified – wait until HIRA review in 2019
 - Appendix G – CI done; Appendix I through K – OK
 - Appendix L - EOC layout & set-up guide – office & arena diagrams, the set-up guide missing (list with the copies of the plan, separate supplies box)
 - Appendix M & N – no changes required
 - Appendix O & P – have some material developed during the declared emergency to go in each section. Need to update the MOU agreement with North Bay (Jim has initiated, contacted North Bay Fire Chief) – still need an agreement with Temiskaming Shores
7. Other:
 - After Action Report recommendations - start work on them in January
 - Next Scheduled next meeting: January 14, 2018 at 10:00AM
 - Adjournment – by consensus at 11:30

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1430

Being a bylaw 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 December 5, 2018 Inaugural Meeting of Council and December 13, 2018 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 Chief Administrative Officer 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 13th day of December, 2018.

Mayor

Clerk