

Memorandum to the Council of Corporation of the Municipality of Temagami

Subject: Optimizing Council Meeting Venue and Audio-Visual Systems

Memo No: 2025-M-149

Date: June 12, 2025

Attachment: None

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Recommendation

BE IT RESOLVED THAT Council receives Memo 2025-M-149 as presented;

AND FURTHER THAT Council authorizes the selection of one of the following options for future Council meeting arrangements:

- Option A: Retain the existing Council Chamber and equipment (status quo); or
- Option B: Relocate Council meetings to the Community Theatre with full audio and equipment upgrades;

AND FURTHER THAT if Option B is selected, staff are authorized to use funds allocated in the Council Meeting Technology, Materials, and Supplies budget to support the upgrades, including required labour and equipment reconfiguration.

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1. Executive Summary

This memorandum presents two options for improving the Municipality of Temagami’s Council meeting environment. Council may choose to retain the current Council Chamber (Option A) or relocate meetings to the Community Theatre with full audio-visual upgrades (Option B). The purpose is to address persistent audio and accessibility challenges while enhancing the overall public meeting experience.

2. Background

Following Resolution No. 25-192, Council directed staff to provide additional information on:

- Option C: Relocate Council meetings to the Community Theatre with minimal equipment upgrades; and
- Option D: Relocate Council meetings to the Community Theatre with full audio and equipment upgrades.

Staff were further directed to return with a follow-up report outlining:


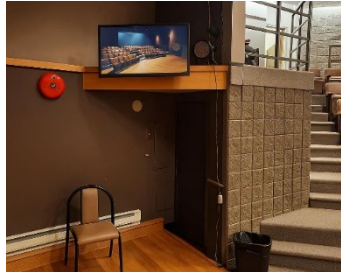
- Estimated costs for replacing Council desks with mobile or theatre-suitable alternatives; and
- Operational impacts and logistics of holding Council meetings in a shared facility.

The current Council Chamber is functionally equipped but faces limitations in sound clarity and public seating. Advances in audio-visual technology and the potential use of the Community Theatre have prompted a reassessment of the long-term venue for Council meetings. This review was initiated in response to a Council motion to evaluate alternative locations and explore audio system improvements.

(Note: Option D from the previous report is now referred to as Option B.)

3. Overview of Options

Feature	Option A – Status Quo	Option B – Theatre (Full Upgrade)
Location	Council Chamber	Community Theatre
Public Seating	40	100 (fixed seating)
Accessibility	Fully Accessible	Top Tier Only
Audio System	Stationary microphones	\$846.69 8 Channel UHF Wireless Headset Headphone Microphones System Condenser Mike 8 Individual Antennas, 2U Rack Mountable, 328ft Range
		\$296.84 MIZISNR 4 Channel UHF Wireless Microphone System with Lavalier Microphones, 4 x 1000 Frequency Adjustable, 90m Range (4 Bodypack)
Camera Rewiring	No	Yes – estimated no cost – recycle old wiring Camera Rewiring contingency (\$400.00)
Audio Rewiring	No	Yes – estimated no cost – recycle old wiring Audio Rewiring contingency (\$200.00)

Feature	Option A – Status Quo	Option B – Theatre (Full Upgrade)
Desk Movement	Not Required	Required
New Chairs	Not Required	8 x \$129.99 = \$1,039.92 
Monitor & Cabling	\$0	2 x \$479.99 = \$958.00 2 x Samsung 43 Inch M7 Black Smart Monitor with Smart TV Apps, 4k UHD, 4 ms Refresh Rate, USB-C, Multiple Ports 
Battery & Charging	\$0	45.99 charger plus 48 aa batteries – 100.00 = 145.99 EBL Upgraded Smart 16 Slots Battery Charger with LCD Screen for AA AAA Ni-MH
Labour Requirement	0 hours	~12 hours
Known Cost (Pre-Tax)	\$0	\$3,287.99 + \$600 contingency = \$3,887.99
Ongoing Challenges	HVAC noise, mic proximity	Mic discipline, desk movement, limited access

4. Detailed Description

Option B involves relocating Council meetings to the Community Theatre and implementing a comprehensive audio-visual system upgrade. This includes wireless lavalier and headset microphones for Council members, battery charging infrastructure, new seating, and two 43-inch monitors. Existing wiring will be reused where feasible, with a \$600 contingency included for any unforeseen rewiring needs. Initial setup is estimated to require approximately 12 staff hours. Desks will need to be repositioned for each meeting.

Desk configuration and mobility will be further reviewed to ensure compatibility with the theatre layout. Current cost estimates do not include replacement desks, which are pending final supplier quotes.

Accessibility limitations at the theatre (limited to the upper tier) may require future accommodations or investment to ensure equitable public access.

Option A maintains the status quo, preserving existing equipment and setup but does not resolve current issues with sound quality or seating capacity.

5. Financial Implications

Option B is estimated to cost \$3,287.99 plus a \$600.00 contingency for potential rewiring or hardware adjustments, for a total of \$3,887.99 pre-tax. This can be funded through the existing Council Meeting Technology, Materials, and Supplies budget.

Option A incurs no new costs but does not address existing audio or accessibility concerns.

6. Conclusion

Option A retains the current configuration with no capital investment but leaves unresolved challenges related to sound quality, accessibility, and public seating. Option B provides significant improvements in functionality, engagement, and the public meeting experience at a modest cost, using a mix of new equipment and existing infrastructure.

7. Sources

- **Chairs:** Staples Tervina Luxura Mid-Back Manager Chair, Black, Item #2949751
<https://www.staples.ca/products/2949751-en-staples-tervina-luxura-mid-back-manager-chair-black>
- **Microphones:**
 - 8 Channel UHF Wireless Headset System -
<https://www.amazon.ca/gp/product/B0CQYW82JR>
 - 4 Channel UHF Wireless Lavalier Microphone System -
<https://www.amazon.ca/MIZISNR-Microphone-Microphones-Frequency-Adjustable/dp/B0CPLQT8M6>
- **Monitors:** Samsung 43" M7 Smart Monitor -
<https://www.amazon.ca/Samsung-Monitor-Refresh-Multiple-Gaming/dp/B0D1DND37G>
- **Battery Charger & Batteries:** EBL 16-Slot Smart Battery Charger with LCD Screen
<https://www.amazon.ca/EBL-Upgraded-Battery-Charger-Screen/dp/B08KXR6NJZ>