THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
COUNCIL IN COMMITTEE OF THE WHOLE MEETING
AGENDA

Tuesday, September 11, 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 Committee of the Whole meeting agenda dated September 11, 2018 be adopted as presented / amended.

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

4. CLOSED SESSION

4.1 **Closed session regarding a personal matter**

Draft Motion:
BE IT RESOVED THAT this Committee of the Whole meeting proceed in camera at p.m., under section 239 of the Municipal Act. 2001 as amended, in order to address matters pertaining to: (2)(b) Personal matter about an identifiable individual, including municipal or local board employees regarding correspondence received.

5. MOVE TO COMMITTEE OF THE WHOLE

Draft Motion:
BE IT RESOLVED THAT this meeting move to Committee of the Whole.

6. MINUTES OF PREVIOUS MEETINGS

6.1 **Regular Council Meeting Minutes August 23, 2018 - DRAFT Minutes** 1

7. BUSINESS ARISING FROM THE MINUTES

8. STAFF REPORTS

8.1 **Memo 2018-054 - Waste Site and Transfer Station RFP** 9

8.2 **Memo 2018-M-056 - Process** 10

8.3 **Memo 2018-M-057 - Treasurer/Administrator Memorandum** 12

8.4 **Memo 2018-M-058 - Temagami Emergency Plan -vacancies** 13

9. COUNCIL COMMITTEE REPORTS

10. ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS

11. CORRESPONDENCE

12. BY-LAWS

13. APPROVED MINUTES OF COMMITTEE MEETINGS

14. UNFINISHED BUSINESS

2. Notice of Motion regarding the Train Station

   Draft Motion:
   WHEREAS Living Temagami was awarded the Expression of Interest for the Temagami Train Station in June of 2017 and Council was to re-evaluate the interest in November of 2017; AND WHEREAS the re-evaluation has never taken place. NOW THEREFORE BE IT RESOLVED THAT Councillor Harding Chair, of Economic Development Advisory Committee, Councillor Prefasi, Chair of Parks and Recreation Service Advisory Committee, and Councillor Burrows re-evaluate the Expression of Interest and bring back the recommendation to Council for the best possible use for the Train Station.

Draft Motion:
BE IT RESOLVED THAT the correspondence from Brian Peatfiled and Jeff Hilts be referred to the General Government and Finance Comment.

15. NEW BUSINESS

16. RETURN TO SPECIAL COUNCIL MEETING (Optional)

Draft Motion:
BE IT RESOLVED THAT this meeting return to regular session at p.m.

17. NOTICES OF MOTION

17.1 **Notice of Motion regarding Additional Parking at Access Point**

Draft Motion:
BE IT RESOLVED THAT Council direct staff to look at the approved Temagami

Access Point Plan and identify the best new area as set out in the plan that would allow for the development of an additional 200 parking spaces; AND FURTHER THAT staff begin work on getting the required approvals for this work to be completed next spring and further that they be instructed to obtain a costing estimate for such work and that this item be put forth for consideration next year for budget purposes.

18. MOTIONS ON URGENT * ITEMS

(*Items on this agenda that need to be dealt with prior to the next regular council meeting)

Draft Motion:
BE IT RESOLVED THAT correspondence items numbered: to 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.

19. ADJOURNMENT

Draft Motion:
BE IT RESOLVED THAT this meeting adjourn at p.m.

RPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
MINUTES

Thursday, August 23, 2018, 6:30 P.M.
Welcome Center

PRESENT:	L. Hunter, D. Burrows, D. O'Mara, J. Harding
ABSENT:	R. Prefasi (With Notice)
STAFF:	B. Turcotte , J. Sanderson, T. Lepage, C. Davidson

CALL TO ORDER AND ROLL CALL
Mayor Hunter called the meeting to order at 6:30p.m. There were 8 people in the audience. The Mayor called the roll.

ADOPTION OF THE AGENDA
18-354
MOVED BY: J. Harding
SECONDED BY: D. Burrows
BE IT RESOLVED THAT the Regular Council Meeting Agenda dated August 23, 2018 be adopted as presented.
CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF
Councillor Lowery declared on item 17.2 as her husband is a shareholder in Temagami Barge.

CLOSED SESSION
Proposal of Pending Disposition of Land by the Municipality & Receiving of Advice regarding a personnel matter.
A motion to move to closed session under section 239 of the Municipal Act in order to address matters pertaining to subsections: (2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board regarding Part 3 of Reference Plan 36R-10857 at the Industrial Park; and (f) the receiving of advice that is subject to solicitor/client privilege, regarding a personnel matter.

18-355
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOVED THAT this Regular meeting proceed in camera at 6:32 p.m., under section 239 of the Municipal Act. 2001 as amended, in order to address matters pertaining to:(2) (c) A proposed or pending acquisition or disposition of land by the municipality or local board regarding Part 3 of Reference Plan 36R-10857 at the Industrial Park; and (f) the receiving of advice that is subject to solicitor/client privilege, regarding a personnel matter.
CARRIED

The meeting returned to open session at 6: 45 p.m. and Mayor Hunter reported that Council has received information from the Treasurer/Administrator on the personnel matter and Council gave direction regarding the proposed disposition of Part 3 of Reference Plan 36R-10857 at the Industrial Park.

ADOPTION OF MINUTES

18-08-14 - Committee of the Whole Meeting August 14, 2018 - DRAFT Minutes
18-356
MOVED BY: C. Lowery
SECONDED BY: D. O'Mara
BE IT RESOLVED THAT the Minutes of the Committee of the Whole Council Meeting held August 14, 2018 be adopted as presented.
CARRIED

BUSINESS ARISING FROM THE MINUTES

Council directed staff to follow up with requests for a delegation from xplornet and Bell Canada.

DELEGATIONS/ PRESENTATIONS

Registered Delegations/ Presentations
None.

Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)
None.

CONSENT AGENDA ITEMS

18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT Council adopt the consent agenda motions as presented on the agenda.
CARRIED

18-07-26 - Regular Council Meeting July 26, 2018 - DRAFT Minutes
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held July 26, 2018 be adopted as presented.
CARRIED

Memo 2018-M-044 - Township of North Stormont Request for Support
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED that the Council of the Municipality of Temagami receives correspondence regarding resolution No. RES-1437-2018 from the Township of North Stormont; NOW

THEREFORE BE IT RESOLVED THAT Council receive Memo 2018-M-044; AND FURTHER THAT Council supports the request for the Province of Ontario to extend its areas of responsibilities to include any costs that municipalities may have to inherit from Green Energy Projects such as water quality, site restoration, and infrastructure repair.
CARRIED

Memo 2018-M-045 - Camp Wanapitei Site Plan Amendment SPC-18-10
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT Council receive Memo 2018-M-045 regarding the proposed amendment of a previous site plan agreement; AND FURTHER THAT Council approve the proposed Site Plan Control Agreement SPC-18-10, being an amendment to the existing site plan for Camp Wanapitei Co-Ed Camps Limited.
CARRIED

Memo 2018-M-046 - Pandolfo Site Plan Agreement SPC-18-05
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT Council receive Memo 2018-M-046 regarding the proposed site plan agreement; AND FURTHER THAT Council approve the proposed Site Plan Control Agreement SPC-18-05, for John and Diane Pandolfo.
CARRIED

Memo 2018-M-048 - Clarification of Restricted Acts during Lame Duck
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED that the Council of the Municipality of Temagami receives this Memorandum for Information.
CARRIED

Memo 2018-M-049 - Accounts Clerk
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED that the Council of the Municipality of Temagami receives this Memorandum for Information.
CARRIED

Memo 2018-M-050 - Regarding Doctor Recruitment
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery

BE IT RESOLVED that the Council of the Municipality of Temagami receives the letter of appeal from the Temiskaming Shores and Area Physician Recruitment and Retention Committee; AND FURTHER THAT Council directs Staff to forward $2,406 ($3 per census resident) to the Committee; AND FURTHER THAT Council directs staff to include an estimate for this contribution in the next 4 budget cycles.
CARRIED

11657 - Temagami Shores Inn & Resort Request to contact MTO and have the speed limit decreased and start further from town
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT Council receive correspondence from Temagami Shores Inn & Resort dated August 7, 2018 regarding a request to contact MTO and have the speed limit decreased; AND FURTHER THAT this piece of correspondence be referred to the Protection to Persons and Property Advisory Committee (PP&P) for recommendations back to Council.
CARRIED

11645A - Latempra Council follow up with the new Minister regarding the Lake Temagami Access Point
18-357
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED THAT Council receive correspondence from Latempra regarding follow up with the new Minister of the Northern Development and Mines; AND FURTHER THAT Council direct staff to update the previous presentation, send out to the current Minister and request an audience.
CARRIED

STAFF REPORTS

Items to be Considered Separately from Consent Agenda:

Memo 2018-M-043 - Township of Howick Request for Support
18-358
MOVED BY: D. Burrows
SECONDED BY: D. O'Mara
BE IT RESOLVED that the Council of the Municipality of Temagami receives correspondence regarding resolution No. 169/18 from the Township of Howick; NOW THEREFORE BE IT RESOLVED THAT Council receive Memo 2018-M-043; AND FURTHER THAT Council supports the petition to the Bereavement Authority of Ontario to amend Ontario Regulation 30/11 to allow borrowing of funds from the Care and Maintenance Trust Fund for capital improvements and purchases when other cemetery funds are exhausted.
CARRIED

Report 2018-21 - Temagami Fire Department Monthly Report July 2018

18-359
MOVED BY: C. Lowery
SECONDED BY: D. Burrows
BE IT RESOLVED THAT Council receive Report No. 2018-21 Temagami Fire Department Monthly Report; AND FURTHER THAT this item be received for information.
CARRIED

Memo 2018-M-052 - COW meeting in September
Council directed staff to advertise the Committee of the Whole meeting rescheduled to September 11.
18-360
MOVED BY: C. Lowery
SECONDED BY: D. Burrows
BE IT RESOLVED that the Council of the Municipality of Temagami change the next meeting of the Committee of the Whole to September 11, 2018 as a result of an unavoidable conflict.
CARRIED

Memo 2018-M-053 - Treasurer Administrator Report
18-361
MOVED BY: J. Harding
SECONDED BY: C. Lowery
BE IT RESOLVED that the Council of the Municipality of Temagami receive this report for information.
CARRIED

COUNCIL COMMITTEE REPORTS
Items to be Considered Separately from Consent Agenda:

Memo 2018-M-051 - Economic Relief during the Fire Situations
Councillor Harding informed Council that the Press Release from M.P.P. J. Vanthof in the North Bay Nugget has been forwarded to the Special Projects Coordinator.
18-362
MOVED BY: J. Harding
SECONDED BY: D. Burrows
BE IT RESOLVED THAT Council receive Memo 2018-M-051 regarding the Loss of Income resulting from the Fire Situation; AND FURHTER THAT Council accepts the recommendation from the Economic Development Advisory Committee that the Municipality of Temagami partner with our business community and take the lead in working with the various provincial ministries that may be involved in recovery efforts for the many aspects of our local economy that have been severely affected by this summer's fire activity.
CARRIED

ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS
- Councillor Lowery provided an update regarding the AMO Conference in Ottawa.

- L. Hunter provided an updated on the debriefing of the Community Control Group and that a report will be brought back to Council reviewing the CEMC role and training.
- C. O'Mara will bring forth a recommendation regarding the Chair of PP&P be added to the Control Group for the next meeting.
- Councillor Harding requested information regarding the fire ban. J. Sanderson, Temagami Fire Chief provided an update regarding the current Fire Ban, and once the Province lifts the Restricted Fire Zone all burning permit holder will be notified.
- Councillor O'Mara Lake Watch information day was a success.
- L Hunter provided an update on the report from Phil Green and her conversation with James from the Ministry of Natural Resources and Forestry (MNRF). She further explained that a program for our community is being looked at regarding the type of forest we have in our community to ensure safeguard measures against Forest Fires.
- C. Davidson provided an update on the Temagami Public Library success with the rock painting day.

CORRESPONDENCE

Items to be Considered Separately from Consent Agenda:

- **11659 - Northern Policy Institute State of the North Conference September 26 27 2018**
  This item was received for information.

- **11659A - Transforming Ontario's North Northern Ontario Leadership Summit Sept 11-13 2018**
  18-363
  MOVED BY: D. Burrows
  SECONDED BY: D. O'Mara
  BE IT RESOVLED THAT Councillor Burrows attend the Northern Ontario Leadership Summit in Cochrane.
  CARRIED

- **11660 - Living Temagami Heritage and Culture Centre Request for future letters of support for upcoming funding**
  Mayor L. Hunter read out the correspondence from Living Temagami. Council directed the Treasurer/Administrator to send correspondence back to Living Temagami that the funding be reviewed on a case by case basis and that Council supports and encourages their efforts.

BY-LAWS

None

APPROVED MINUTES OF COMMITTEE MEETINGS

18-364
MOVED BY: D. Burrows
SECONDED BY: C. Lowery
BE IT RESOLVED 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 item were received for information:

- General Government and Finance Advisory Committee held on June 22, 2018

UNFINISHED BUSINESS

Expression of Interest for the Temagami Train Station

18-364
MOVED BY: D. Burrows
SECONDED BY: J. Harding
BE IT RESOLVED THAT the Expression of Interest for the Train Station be deferred until the next Committee of the Whole.
CARRIED

NEW BUSINESS

None.

NOTICES OF MOTION

Notice of Reconsideration for Hiring a Planner

18-365
MOVED BY: J. Harding
SECONDED BY:
BE IT RESOLVED THAT Council reconsider Motion 18-307 As Amended.
This motion was tabled as it did not receive a seconder.

18-307 - As Amended
MOVED BY: B. Koski
SECONDED BY: C. Lowery
BE IT RESOLVED THAT Council receive Memo 2018-M-035 regarding the Official Plan Update Process; AND FURTHER THAT Council direct Staff to defer the issuance of a Request for Proposal for an appropriate planner and or consultant (individual or firm) for the Official Plan update process until January; AND FURTHER THAT Council direct Staff to defer hiring a planner on a short term contract and or a consultant for the Official Plan Update Process until January.
CARRIED

Notice of Motion regarding Additional Parking at the Access Point

Councillor Lowery declared a conflict on this matter and moved away from the council table.
18-
MOVED BY: D. O'Mara
SECONDED BY:
BE IT RESOLVED THAT Council direct staff to look at the approved Temagami Access Point Plan and identify the best new area as set out in the plan that would allow for the development of an additional 200 parking spaces; AND FURTHER THAT staff begin work on getting the required approvals for this work to be completed next spring and further that they be instructed to obtain a costing estimate for such work and that this item be put forth for consideration next year for budget purposes.

Council directed that this item be brought back at the next Committee of the Whole.

Councillor Lowery returned to the council table.

CONFIRMATION BY-LAW

By-law 18-1414- To Confirm Proceedings of Council

18-366
MOVED BY: D. Burrows
SECONDED BY: J. Harding
BE IT RESOLVED THAT By-law 18-1414, 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 23rd day of August; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.
CARRIED

ADJOURNMENT

18-367
MOVED BY: D. O'Mara
SECONDED BY: J. Harding
BE IT RESOLVED THAT this meeting adjourn at 7:35 p.m.
CARRIED

_____
Mayor

_____
Clerk

	Corporation of the Municipality of Temagami **Memorandum to Council**	**Memo No.** 2018-M-054 ☒ Staff ☒ Committee
Subject:	Waste Site and Transfer Station RFP	
Agenda Date:	**September 11, 2016**	
Attachments:		

RECOMMENDATION

BE IT RESOLVED THAT this memorandum is received; AND FURTHER THAT it be recommended to Council that effective October 15, 2018 the Strathy and Sisk Landfill Site Attendant proposal be awarded to Bryan Fontaine for a period of 18 months at a cost of $60,000; AND FURTHER THAT the Briggs Landfill Site Landfill Attendant proposal be awarded to John Harding for a period of 18 months at a cost of $43,800; AND FURTHER THAT the Welcome Centre Transfer Station Attendant and transporting waste from the Lake Temagami Access Point Dump Wagons proposal be awarded to John Harding for a period of 18 months at a cost of $55 per bin and $27 per hour when the Welcome Centre Transfer Station is open.

INFORMATION

Request for Proposals were issued with the response date set for August 17, 2017 for the Landfill Attendant for the Strathy and Sisk Landfill Sites, the Landfill Attendant for the Briggs Landfill Site and the Welcome Centre Transfer Station Attendant and the transporting waste from the Lake Temagami Access Point Dump Wagons. All Proposals were based on an 18-month service period.

There were two proposals initially received for the Attendant for the Strathy and Sisk Landfill Sites. Subsequent to the closing of the RFP we have been advised by one of the responders that they no longer wish their proposal to move forward. This leaves us with one proposal received from Bryan Fontaine at a proposed cost of $60,000 for the 18-month period.

There was one proposal received for the Briggs Landfill Site Attendant from John Harding at a proposed cost of $43,880 for the 18-month period.

There were two proposals received for the Welcome Centre Transfer Station and the Lake Temagami Access Point Dump Wagons. There were different rates provided based on a per dump, per hour or per day. In order to compare one proposal with the other the total cost over an 18-month period was considered. According to the proposal document, there were 195 annual bin removals from the Access Point and 43 from the Welcome Centre as well as 240 hours where the Welcome Centre Transfer Station was open. When the 18 month term was considered, the proposal submitted by John Harding was deemed to be $922.50 lower than the other submission.

Consideration was given to splitting the Access Point from the Welcome Centre however the possibility of splitting the offering into its various components was not part of the information package and therefore, in Staff's opinion, this should not be split but valued as one agreement.

Staff also believe that it is prudent to establish the 18-month period so it starts after the Welcome Centre Transfer Station has concluded operations for the year. A start date of October 15, 2018 would accommodate this.

Based on the proposals received, and their valuation based on an 18-month period, the recommendation was made.

Prepared by:	**Reviewed by:**
Craig Davidson, Treasurer/Administrator	
Name, Position	Name, Position

	Corporation of the Municipality of Temagami **Memorandum to Council**	**Memo No.** 2018-M-056 [x] **Staff** [x] **Committee**
Subject:	Process	
Agenda Date:	**September 11, 2018**	
Attachments:		

RECOMMENDATION

This memorandum is:

[x] To be received for information

INFORMATION

There has been some differences of opinion regarding how items make it to the Council Agenda, including correspondence. This memorandum is intended to provide some clarity on the processes being followed.

It should be remembered that Council, as approved in the Procedural By-Law, adopted the process by which the Committee of the Whole, Standing Committees and Advisory Committees were established. The purpose of these committees are to provide recommendations to Council, which are then debated at the Council meeting with Council making a decision based on the recommendation provided.

As correspondence is reviewed it is being separated into two categories. One being correspondence that is deemed to be for information and the other that is deemed to be items where further action will most likely be taken by Council. For the second category, Staff start to work on a report and this is typically included in the Staff Reports area of the agenda. The first category does not have a Staff report that accompanies the correspondence and is placed on the agenda under correspondence. These are typically reviewed at the Committee of the Whole and Council, at that meeting, provides direction what should move forward to Council and what should simply be received and filed.

While the Procedural By-Law does permit certain correspondence to bypass the Committee of the Whole process and be placed directly on a Council Agenda, this is reserved for items which cannot wait for the next Committee of the Whole meeting. What may be different, is that correspondence that is received after the agenda deadline for Committee of the Whole is not automatically placed on the Council Agenda. This is being done for two reasons. First, whether it is a result of strategic timing or not, missing the Committee of the Whole deadline should not be rewarded by allowing it to bypass the structure and second, Council established the Committee of the Whole and what the purpose of this group should be. By arbitrarily determining which correspondence is forwarded to the Committee of the Whole and which would just show up on the Council Agenda could work to minimize the effectiveness of the Committee of the Whole. In other words, if the Committee of the Whole is to determine what warrants further discussion at the Council meeting on information received on a Wednesday, then items received Thursday should have the same level of scrutiny, not simply advanced to the Council Agenda.

Similar the Standing and Advisory Committees were established to review items and make recommendations to Council. The most recent example of this is the Economic Advisory Committee that has been working with North Eastern Ontario Tourism Network on how to improve the economic activity in our area after this summer's fires. Aside from some of the limitations the Municipal Act places on us in the area of assistance to the business community, our Staff, working with this Committee has participated in a number of conference calls and consultation with businesses to see what type of assistance is required and how best we can do this.

Recommendations from this Committee are then forwarded to Council for action. While the Committee is working on the process, it is not proper for Council to start doing the work of the Committee.

While it may seem to be a long process to get decisions made, it is the process established by Council. For Council and/or Staff to bypass this structure and have items only on the Council Agenda, could be viewed as disrespecting our Procedural By-Law as well as those who are on the various Committees. While it may be necessary to do this from time to time, moving items directly to Council should be done with a considerable amount of care and only in cases where the Committee has demonstrated its inability or refusal to act.

Prepared by:	**Reviewed by:**
Craig Davidson, Treasurer/Administrator	
Name, Position	Name, Position

	Corporation of the Municipality of Temagami **Memorandum to Council**	**Memo No.** 2018-M-057 ☒ **Staff** ☒ **Committee**
Subject:	Treasurer/Administrator Memorandum	
Agenda Date:	**September 11, 2018**	
Attachments:		

RECOMMENDATION

This memorandum is:

☒ To be received for information

INFORMATION

Taxes have been billed and mailed out. This was completed a little later than in previous years and as a result, taxes are due in September and October.

The auditors completed their visit to the Municipal Office. There are still items that are being worked on in advance of the audit moving to completion. This is taking priority of most other items to ensure that we can finalize our reporting prior to the end of September.

We have been busy with election processes. One new area in the Municipal Elections Act, 1996, is the third party advertisers. While some of the processes and interpretations of the Act are being worked on, we are also trying to get the word out in several forms of the new legislation. We are encouraging people read the provincial document on third party advertisers and have a discussion with our Election Lead as the penalties established by the Act are maximum fines of $25,000 for an individual or $50,000 for a group in addition to up to six months in jail.

While on the topic of elections there are a few things that should be remembered. First, after the opening of Nominations on May 1st, present Council, according to the Act, are to refrain from being involved in the management of the Election. As well, while as Staff we are charged with administering the Election for the Municipality of Temagami, we have not written the legislation. The procedures that were established near the end of 2017 are intended to provide some local clarity on how the Election will be managed and our number one job is to ensure that the Election is managed in a way that is consistent with the Legislation and Procedures that have been established and in a manner that is fair for all those who have stepped forward to run in the Election.

Apart from these activities, priorities remain work on the new accounting system, keeping grant reporting up to date, updating our asset management plan, and working through the various processes and projects that were put on hold as a result of our staffing situation. We have advertised for two vacant positions and are working through this process.

Prepared by: **Reviewed by:**

Craig Davidson, Treasurer/Administrator
Name, Position Name, Position

	Corporation of the Municipality of Temagami **Memorandum to Council**	Memo No. 2018-M-058 [X] Staff [ ] Committee
Subject:	Temagami Emergency Plan - vacancies on the Municipal Emergency Control Group(ECG) and Emergency Management Program Committee	
Agenda Date:	September 11, 2018	
Attachments:		

RECOMMENDATION

That Council consider the following motion:

BE IT RESOLVED THAT Council receive Memo 2018-M-058 regarding the Temagami Emergency Plan vacancies on both the Emergency Control Group and the Emergency Management Program Committee, AND FURTHER THAT Council appoint _____ to the position of Operations Manager in the Temagami Emergency Plan; AND FURTHER THAT _____ be appointed as the primary Community Emergency Management Coordinator(CEMC) for the Municipality; AND FURTHER THAT _____ be appointed to the Emergency Management Program Committee (EMPC).

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.

At present, The Temagami Emergency Plan Emergency Control Group has vacancies in two critical positions. The first is the nucleus for the implementation of and operations of the Emergency Control Group, currently identified in the plan as the CAO/Operations Manager. The position of Operations Manager should be held by a municipal staff member with supervisory authority to direct/reassign staff work priorities during an emergency.

The second vacancy is the primary CEMC, a position that should be also filled as soon as possible. Options to fill the position were previously provided to council in Memo 2018-M-019 when Councillor Koski was appointed to the position.

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. In the accompanying regulation, O. Reg. 380/04, it states in Section 11 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 EMPC only consists of 3 staff members (Chief Building Official/municipal Law Enforcement Officer, the Temagami Fire Chief, and the Marten River Fire Chief) and 1 Councillor (C. Lowery as per Resolution No. 18-183) as a result of resignations of the CAO, the Municipal Clerk and Councillor Koski.

Council may wish to consider expanding the composition of the EMPC at this time, or wait until the committee provides recommendations on revisions to the Emergency Plan to reflect current Municipal staffing changes and achieve compliance with Guidance Note - Ontario Regulation 380/04 *Training Requirements for Municipal Emergency Control Group members*.

While it is anticipated recommendations arising from report on the declaration of Forest Fire Emergency will contain further recommendations for changes to the Emergency Plan, the need to address some of the gaps identified during the debriefing exercise is of less urgency in addressing the Ministry's training benchmark for Municipal Emergency Control Group members for 2018.

Prepared by:	**Reviewed by:**
Jim Sanderson, **Temagami Fire Chief / Alternate CEMC**	**Craig Davidson, Treasurer/Administrator**
.	

	Corporation of the Municipality of Temagami **Memorandum to Council**	Memo No. 2018-M-019 ☒ Staff ☐ Committee
Subject:	Follow up from Chief Administrative Officer's Resignation	
Agenda Date:	April 26, 2018	
Attachments:		

RECOMMENDATION

That Council consider the following resolutions:

1. BE IT RESOLVED THAT Council receive Memo 2018-M-019 regarding Follow up from Chief Administrative Officer's Resignation; AND FURTHER THAT Council appoint _____ as the Municipality's Emergency Management Program Coordinator.

2. BE IT RESOLVED THAT Council appoint _____ as a temporary staff signing authority for banking purposes until such time as the new Treasurer/Administrator is hired and appointed.

INFORMATION

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

EMERGENCY MANAGEMENT

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

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

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

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

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

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

BANKING SIGNING AUTHORITY

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

Prepared by:

Elaine Gunnell, Municipal Clerk

11467

From: Jim Sanderson
Sent: Wednesday, February 21, 2018 11:13 AM
To: Roxanne St. Germain
Cc: Monty Cummings; Elaine Gunnell
Subject: F: Guidance Note - Ontario Regulation 380/04 Training Requirements
Attachments: Training Requirement Guidance 2018-02-06 Final.pdf; Training Requirement Guidance 2018-02-06_FR Final.pdf

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 ☐
☐_____

RECEIVED FEB 21 2018

Hi Roxanne
Incoming mail

Jim

From: Pittens, Chris (MCSCS) [mailto:Chris.Pittens@ontario.ca]
Sent: Monday, February 12, 2018 3:27 PM
Cc: Cassells, Aileen (MCSCS) <Aileen.Cassells@ontario.ca>; Morton, Michael (MCSCS) <Michael.J.Morton@ontario.ca>; Alonzi, Teresa (MCSCS) <Teresa.Alonzi2@ontario.ca>; Bak, Sharon (MCSCS) <Sharon.Bak@ontario.ca>; Geoffrion, Philippe (MCSCS) <Philippe.Geoffrion@ontario.ca>; Grantis, Katrina (MCSCS) <Katrina.Grantis@ontario.ca>; Jacob, Sarah (MCSCS) <Sarah.Jacob@ontario.ca>; Lord, Roger (MCSCS) <Roger.Lord@ontario.ca>; Maddison, Drew (MCSCS) <Drew.Maddison@ontario.ca>; Pape, Christopher (MCSCS) <Christopher.Pape@ontario.ca>; Stawicki, Simone (MCSCS) <Simone.Stawicki@ontario.ca>; Stothers, John (MCSCS) <John.Stothers@ontario.ca>
Subject: Guidance Note - Ontario Regulation 380/04 Training Requirements

Good Afternoon CEMCs,

Please find attached an updated Guidance Note which details the training required by the Chief, Emergency Management for Emergency Management Program Coordinators (otherwise known as CEMCs), and for members of Municipal Emergency Control Groups (MECGs), as per O.Reg. 380/04.

You will notice that the training required for CEMCs has not changed. However, the training required for MECGs has changed significantly. As had been discussed at all of the Fall Sector Meetings, the Chief, Emergency Management has amended the training required for MECGs to detail the specific areas that MECG members must have an adequate level of training in. At the same time, the minimum time requirement for MECG training has been removed. Both of these amendments will ensure that MECG members are knowledgeable about the areas that they need in order to lead a municipality through an emergency, but provides freedom in how this training is conducted, and allows municipalities to determine how much time is actually required to ensure an adequate level of training.

Tools to support these updated training requirements will be distributed by the end of this month, including an updated EMCPA Compliance Guide. In the meantime, if you have any questions or concerns about these training requirements, please contact your sector Field Officer.

Thank you.

Chris Pittens, CD ABCP
Program Manager
Emergency Management Field Operations
Office of the Fire Marshal and Emergency Management
(647) 329-1193 (office)
(416) 559-4106 (cell)
Chris.Pittens@ontario.ca

If you have any accommodation needs, or require this email in a different format, please let me know.

Ministry of Community Safety and Correctional Services

Office of the Fire Marshal and Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère de la Sécurité communautaire et des Services correctionnels

Bureau du commissaire des incendies et de la gestion des situations d'urgence

25, avenue Morton Shulman
Toronto ON M3M 0B1
Tél. : 647-329-1100
Téléc. : 647-329-1143

Ontario

February 6, 2018

GUIDANCE NOTE: 2018-01-01
Re: ONTARIO REGULATION 380/04 TRAINING REQUIREMENTS

This guidance note is issued under the provisions of Ontario Regulation 380/04 (O.Reg.380/04). It is the responsibility of every municipal emergency management program coordinator, and Municipal Emergency Control Group (MECG) to follow the Chief, Emergency Management Ontario's guidance as set out in subsection 10. (2) and subsection 12. (3) of O.Reg. 380/04. These training requirements are effective January 1, 2018.

Background

Training requirements are set out by the Office of the Fire Marshal and Emergency Management (OFMEM) for all municipalities responsible for an emergency management program in the province of Ontario under the Emergency Management and Civil Protection Act (EMCPA) and it's supporting Ontario Regulation 380/04:

- The emergency management program co-ordinator shall complete the training that is required by the Chief, Emergency Management Ontario. O. Reg. 380/04, s. 10 (2).
- The members of the municipal emergency control group shall complete the annual training that is required by the Chief, Emergency Management Ontario. O. Reg. 380/04, s.12 (3).

Guidance

Emergency Management Program Coordinators

Municipal emergency management program coordinators, as designated by their municipality under O Reg 380/04 s. 10 (1), will complete the following courses offered by the OFMEM, within one year of their appointment as emergency management program coordinator.

- EM 200 – Basic Emergency Management
- EM 300 – Community Emergency Management Coordinator Course
- IMS 100 – Introduction to Incident Management System (available online)
- IMS 200 – Basic Incident Management System

Emergency management program coordinators that have already completed this training will not be required to repeat it. Notwithstanding the fact that O. Reg. 380/04, s. 10 (2) speaks specifically to the emergency management program coordinator, it is recommended that those appointed as alternate emergency management program coordinators also complete this training.

The EM 240 – Note Taking course is also a valuable course which can assist in ensuring that proper and appropriate records are maintained during an emergency. Although this course is not required, it is strongly recommended for those who have a responsibility during a municipal emergency to maintain records on behalf of the municipality.

Details of OFMEM's training courses can be accessed by following the link to "Take Training" from our website www.ontario.ca/emo.

Municipal Emergency Control Group Members

In addition, all members of the MECG, as designated under O Reg 380/04, s. 12, are required to annually demonstrate an adequate level of training in each of the following areas:

- Knowledge of all of the components of the municipal Emergency Management program, including, but not limited to the municipal HIRA and Critical Infrastructure list;
- Knowledge of their municipality's Municipal Emergency Plan, including their roles and responsibilities, and those of organizations which may have a role in response;
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;
- Knowledge of the notification procedures used to notify members of the MECG when the Municipal Emergency Plan is activated; and
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre.

The OFMEM encourages municipalities to strive to conduct training which goes beyond the requirements listed above. OFMEM Emergency Management Field Officers are highly experienced with the planning and delivery of appropriate MECG training. This could include making suggestions for appropriate topics for this training, facilitating the sharing of training materials that may have been successfully used in other municipalities, or with the delivery of some of the training components.

In order to request this type of assistance, contact your assigned EM Field Officer directly, or contact AskOFMEM@ontario.ca for assistance.

Ross Nichols
Fire Marshal and Chief, Emergency Management

11663

From: Rebecca Marshall <RMarshall@ocwa.com>
Sent: Thursday, August 16, 2018 3:26 PM
To: craig.d; John Regan (cao@blackriver-matheson.com); Roxanne St. Germain; Treasurer@blackriver-matheson.com (Treasurer@blackriver-matheson.com); (jallen@latchford.ca); Michelle Larose; Township of Coleman
Cc: Victor Legault; Anthony Danis; Brian Jibb; Bryce Logan; Rico Guindon; Dale Waghorn; Rico Guindon
Subject: NSF 372 documentation - MDWL Requirement

RECEIVED AUG 16 2018

Good Afternoon,

Recently in all Municipal Drinking Water Licences the following NSF 372 documentation requirement has come into force. The NSF 372 requirement applies to any pipe, plumbing fitting, or fixture intended to convey or dispense water for human consumption through drinking or cooking. **Please ensure to get NSF 372 documentation prior to ordering any parts in the future for the drinking water system including distribution components.**

https://www.nsf.org/newsroom_pdf/nsf61-372_lead_insert_LWD-1350-0513.pdf

Example of description in MDWL.

14.0 Chemicals and Materials

14.1 All chemicals and materials used in the alteration or operation of the drinking water system that come into contact with water within the system shall meet all applicable standards set by both the American Water Works Association ("AWWA") and the American National Standards Institute ("ANSI") safety criteria standards NSF/60, NSF/61 and NSF/372.

14.1.1 In the event that the standards are updated, the owner may request authorization from the Director to use any on hand chemicals and materials that previously met the applicable standards.

14.1.2 The requirement for the owner to comply with NSF/372 shall come into force no later than June 7th, 2018.

Thanks,

Rebecca Marshall | Process and Compliance Technician | North Eastern Ontario Hub | Ontario Clean Water Agency | Tel: 705-648-4267 | Fax: 705-567-7974 | Email: rmarshall@ocwa.com

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 ☐
☐ _____

11664

From: Jessica Warren <jessica.warren@oakville.ca>
Sent: Friday, August 17, 2018 3:13 PM
To: 'caroline.mulroney@pc.ola.org'
Subject: Town of Oakville Correspondence Re: Regulating the Display and Distribution of Objectionable Images
Attachments: Regulating the Display and Distribution of Objectionable Images.pdf

Please find the attached correspondence regarding *Notice of Motion:* Regulating the Display and Distribution of Objectionable Images, passed at the Planning and Development Council meeting, August 7, 2018.

Thank you.

RECEIVED
AUG 17 2018

Jessica Warren
Council and Committee Services Coordinator
Clerk's Department
Town of Oakville | 905-845-6601, ext.4179 | f: 905-815-5976 | www.oakville.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 ☐
☐ _____
☐ _____

OAKVILLE

August 13, 2018

The Honourable Caroline Mulroney
Attorney General
720 Bay Street, 11th Floor
Toronto ON M7A 2S9

Subject: Regulating the Display and Distribution of Objectionable Images

At its meeting on August 7, 2018, Oakville Town Council approved the following motion:

WHEREAS Oakville wishes to be a safe and welcoming community for all those who are residents or visitors to our town; and

WHEREAS messaging and graphic depictions felt by many to be upsetting and objectionable appear in public places, on our streets and at our doorsteps yearly; and

WHEREAS the Canadian Code of Advertising Standards includes in its provisions, outlined under Unacceptable Depictions and Portrayals - Advertisements shall not: undermine human dignity; or display obvious indifference to, or encourage, gratuitously and without merit, conduct or attitudes that offend the standards of public decency prevailing among a significant segment of the population.

THEREFORE, BE IT RESOLVED that Council direct the Director of Municipal Enforcement, in consultation with the Town Solicitor, to assess options to:

a. regulate the display of banners/signs in public places as well as the distribution of print materials to private residences that contain extremely graphic images intended to shock, alarm, or cause dismay, including the potential for the prohibiting of the public display and distribution of such print materials for the purposes of addressing the potential of such displays to cause harm to members of the public, especially children; and

b. report back to Council in 2019.

Be it further resolved that by way of a letter to the Hon. Caroline Mulroney, Attorney General, Mayor Burton, on behalf of Council, urge the Province of Ontario to limit and regulate the display and distribution of posters, signs and leaflets that contain disturbing images; and

THAT Mayor Burton, on behalf of Council, write the Minister of Justice of Canada urging the consideration of amendments to Section 163(8) of the Canadian Criminal Code - Obscene Publication; and

THAT a copy of this resolution be sent to all members of the Association of Municipalities of Ontario (AMO).

August 13, 2018
Subject: Regulating the Display and Distribution of Objectionable Images

Should you have any questions regarding this matter or should you require any additional information, please contact me at 905-845-6601, extension 2003, or email vicki.tytaneck@oakville.ca.

Yours truly,

Vicki Tytaneck
Town Clerk

c. Association of Municipalities of Ontario – All Members

11665

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

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

15 August 2018

RECEIVED
AUG 20 2018

The Honourable Premier Doug Ford
Office of the Premier
Queen's Park
Legislative Building
Toronto, ON M7A 1A1

Dear Honourable Premier Ford:

This is Resolution No. 2018-249 which was unanimously passed by Council at its Regular Meeting held Tuesday, August 14, 2018.

Resolution No. 2018-249:

"Whereas there are growing concerns around rental units in the City being left in a costly and damaged state;

And Whereas local owners report that these incidents are increasing in frequency and severity.

Therefore Be It Resolved that the City of North Bay request that the Province explore ways to protect basic important tenant rights, while investigating policies and regulations that could help to protect property, and penalize those who cause damage to property, and help recoup costs for those damages.

And Further that a copy of this Motion be forwarded to the Honourable Doug Ford Premier, the Honourable Vic Fedeli, Minister of Finance, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, Leaders of the Opposition, MP Anthony Rota, Near North Landlords Association, Rental Housing Enforcement Unit, The Landlord and Tenant Board, North Bay Police Force and neighbouring municipalities seeking support from their Councils."

Yours truly,

Karen McIsaac

Karen McIsaac
City Clerk

KM/ck

cc: Hon. Vic Fedeli, Minister of Finance
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Andrea Horwath, Leader of the Opposition NDP
Hon. John Fraser, Leader of the Opposition Liberal
Hon. Mike Schreiner, Leader of the Opposition Green Party
Anthony Rota, MP Nipissing
Near North Landlords Association
Rental Housing Enforcement Unit
The Landlord and Tenant Board
North Bay Police Force
Neighbouring Municipalities (12)

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 ☐
☐ _____
☐ _____

SIRE/C09/2018/MOTION/GENERAL

11667

From: Sabrina Pandolfo
Sent: Friday, August 24, 2018 7:28 AM
To: Roxanne St. Germain; craig.d
Subject: Fwd: Forest Fire Marketing Assistance NeONT
Attachments: RED Funding Fires.doc; ATT00001.htm

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 ☐
☐ _____
☐ _____

Morning guys,

Please include in incoming mail.

Craig not sure if this can come from you or council.

Thanks,

Sent from my iPhone

Begin forwarded message:

From: Rod Raycroft <rod@northeasternontario.com>
Date: August 23, 2018 at 1:33:28 PM EDT
To: <projects@temagami.ca>, <jrook@municipalityofkillarney.ca>, "Meredith Armstrong" <meredith.armstrong@greatersudbury.ca>, Steve Dreany <steve@tourismnorthbay.com>, Donna Maitland <director@mbedc.ca>, James Franks <jfranks@temiskamingshores.ca>, Lakeland Airways/Three Buoys Houseboats <lakeland@ontera.net>, Killarney Mountain Lodge <gm@killarney.com>, "Rob Worling" <rob@orangebazooka.com>, Ted East <paddle@killarneyoutfitters.com>, Temagami Shores Inn and Resort <customerservice@temagamishores.com>, "Temagami Outfitting Co. (summer contact)" <canoe@icanoe.ca>, "Smoothwater Outfitters" <temagami@ontera.net>, Temagami Canoe Festival <temagamicanoefestival@gmail.com>, Temagami Anishnabai Tipi Camp <tipi@ontera.net>, Temagami Trails/NNTA Snowmobile Club <cjtt@cjttfm.com>, <herbertfisheries@gmail.com>, <tanya@keewaydin.org>, Ed & Sue Crane <lochaven@vianet.ca>, Brenda & Art Barefoot <bearsden@bedford.net>, "Mike Palmer" <hartleybay@xplornet.com>, Rainbow Camp <rainbowcamp@rainbowcamp.ca>, <moonlightbay@vianet.ca>, Wolseley Lodge <info@wolseleylodge.com>, "French River Trading Post, Motel & Restaurant" <info@frenchrivertrading.com>, "Ray Sapiano" <info@martenriverlodge.com>, Air Ivanhoe <info@airivanhoe.com>, Beausejour Restaurant & Resort <info@thebeauinn.com>
Cc: Guy Lamarche <guy.lamarche@timmins.ca>, Karim Khamisa <k.khamisa@holidayinnsudbury.com>, Kevin Eshkawkogan <keshkawkogan@indigenoustourismontario.ca>
Subject: Forest Fire Marketing Assistance NeONT

Good afternoon:

I'm contacting each of you as representatives of your municipalities and businesses that were either directly affected or felt the economic impact of the recent forest fires. NeONT is requesting letters of support for a RED funding application to mitigate the impacts of the forest fires. The attached document is the foundation of that submission.

We have estimated industry support and in the form of sweat equity (complimentary services along with some contribution from the municipalities) NeONT will match community and industry contributions

and have modestly placed them at $7,500 and we are asking the Ontario Government for $30,000 for this initiative.

We have already begun engagement of activities we see as necessary to assist in the recovery of the remaining season and prepare the consumer mindset for the winter and summer of 2019.

Please if you are in support of our efforts prepare a letter of support so we can attach it to our submission. This does not commit you, the municipality or business to any financial contribution, but demonstrates a commitment towards participating in the initiative.

Northeastern Ontario Tourism
#Journeys2Discover Program
Rural Economic Development Application

2018 is the worst Forest Fire as of any year's season in Northeastern Ontario and is having a devastating economic impact on Tourism.

The #Journeys2Discover Program is intended to mitigate consumer perceptions caused by forest fires and restoring a Positive Top of Mind awareness of what a Northeastern Ontario Vacation Brings.

Submitted by
Northeastern Ontario Tourism

INTRODUCTION

As of August 7, 2018 there have been over **979 wildfires** in Ontario, which have consumed **221,900 hectares.** In Northeastern Ontario, **427 of those fires** have impacted **62,479 hectares**. Collectively our thoughts are on the primary concern of the safety of residents and resumption of tourism operations in the communities directly affected by these blazes.

Immediately following the news reports of the forest fires, associated road and waterway closures, air advisories, tourism operators faced unprecedented leisure-trip cancellations—mostly by Ontario residents. Within the week the trend of cancelations began to affect many other businesses during our traditional primary tourism season of summer.

Northeastern Ontario Tourism (NeONT) began taking immediate action by contacting operators and developing a network for discussion and sharing of information. This was to assist us in developing a marketing plan to mitigate this trend for August and the fall of 2018 tourism in Northeastern Ontario, and to help industry members mitigate impacts by connecting them with support services from insurance brokers and municipalities.

Our current or planned actions include:

- Resolve inaccurate information about travel conditions and promote **"Call Before you Go"** tools and websites.
- Promote areas where it's safe to visit now and in the fall by highlighting the message that **Northeastern Ontario is Open for Business** campaign and a social media tagline of ***#Journeys2Discover.***
- Provide trip ideas to inspire travellers from Ontario, Quebec and the Great Lakes States. Our immediate actions to date taken in July and August included:
    - Initiating proactive contact with media, aimed to generate coverage here in Ontario by using social media, print outlets, radio, and TV to visit French River, Killarney, Temagami and Sudbury.
    - Providing accurate resource information to tour operators and receptive tour operators.
    - Working with local operators to assist with new itinerary ideas where capacity exists and hosting any who want to visit this fall to showcase existing and alternative product.
    - Securing real-time advertisements on Facebook and Instagram to boost beautiful photos by actual travellers from around Northeastern Ontario to help inspire travel. Partnered with Instagram influencers, to inspire camping, hiking, and biking—and other trip activity ideas.

These activities are a fraction of the work we are exploring to help sustain, and in some areas, recover the impacts of the fires on the 2018 tourism season. You can assist us in our efforts by using **#Journeys2Discover** or **#LoveNortheasternOntario** in your own social posts, or by sharing our content with your network.

Northeastern Ontario has redirected some of its marketing budget to support fall travel in impacted regions. Detailed information for tailored activities designed to help the impacted areas will be coming from us soon.

THE GOAL

In 2016, Northeastern Ontario experienced 3.52 million visits, with approximately 60% of those as same day visitors (2.1 million visits). Research indicates that an average overnight visitor spends $119 per day or a party $238. Our goal is to encourage overnight stays in late summer and autumn in the Northeastern Ontario autumn by visitors whose summer plans were impacted in 2018 by fires.

Planned for August and fall of 2018 for a period of eight weeks, the program will market opportunities and events in Northeastern Ontario to prospective visitors by targeting them based on their psychographic interests by observing their purchased behaviors and targeting Anglers, Hunters and VFR. We will create a database to market to throughout the year building a desire to experience various vacation opportunities, for fishing, hunting, snowmobiling, attractions, festivals and events in the Region impacted by the fires in the summer of 2018 and place them at that key position of top of mind for the fall as well as winter and summer of 2019.

MARKETING OBJECTIVES

1. **Journeys2Discover visitors through Northeastern Ontario overnight stays coupled with day adventures.**

The campaign is aimed to create 1,150,000 which we anticipate creating 10,225 engagements and conservatively, we anticipate a potential conversion into bookings of 945 travel parties, above any organic recovery expectations following the visitation losses of earlier during the summer of 2018. Our campaign will focus mainly on the regions directly affected by the fires and target local Northeastern, GTA and Southwestern Ontario markets.

The intent is to encourage to spark late summer and fall vacations or a weekend escape from high prospects with a personal connection of engaging in VFR travel with flexibility in weekend plans and day travellers passing through the region on existing itineraries to spend at least one or an additional night in the region. The potential economic value of this visitation at over $166,250 in additional tourism spending in the region and result in over $21,600 in tax revenues. Over time, we expect this marketing initiative will help operators package better and extend the length of stays by an average of one day of 1.5% of same-day travellers.

2. **Increase awareness of Northeastern Ontario events, attractions, activities and other opportunities.**

Through an integrated marketing program that employs advertising in Northeastern Ontario and surrounding markets, co-op promotions, posters and other collateral, operator support programs and public relations. #Journeys2Discover provides a framework for marketing the following Northeastern product areas:

- Fall colour activities, festivals and events
- Attractions (including shopping and dining)
- Outdoor day activities, tours and adventures
- Arts, Culture and Culinary (including museums, galleries, studios, breweries, food producers and restaurants)

BUSINESS OBJECTIVES

1. Leverage Northeastern Ontario Tourism marketing resources through industry and private sector strategic partnerships.
2. Enhance Northeastern Ontario Tourism's operator potential to attract additional visitors through the development of programs designed to support private-sector businesses.

TARGET MARKET

- Between the ages of 35 and 60.
- Primarily travelling as couples, friends and family.
- Have high household incomes ($70,000 plus)
- Are well-educated.
- Are well-travelled.

SECONDARY TARGET MARKET

- Local Northeastern Ontario
  - private sector tourism operators.
  - Retail businesses, restaurants
  - Artisans, musicians, and artists
  - Breweries, food producers

GEOGRAPHIC MARKET

- Visitors travelling through Northeastern Ontario.
- Visitor as they approach Northeastern Ontario on Highways 17, 11, 69 and 400.

MARKETING PROGRAM ELEMENTS

Northeastern Ontario Tourism will develop a mix of marketing tools designed to deliver the *Open for Business* messaging and *#Journeys2Discover* message to our target market. The creative/promotions will build upon the positive strengths and brand characteristics that Northeastern Ontario has already developed and aligned with Ontario, but will be customized for the unique challenge of convincing our market to stay another day during their visit to Northeastern Ontario.

The following outlines the immediate and short-term tools required to launch the #Journeys2Discover Istagram program in 2018 and gear up for additional programming in 2019.

Social Media Campaign & Tagline		Estimated budget:	$5,000
Expected Reach	50,000		
Expected Engagement	1,175		
Expected Group Bookings	105	RoI (Based on 2 days $476)	$49,980

The campaign statement of *#Journeys2Discover* will personify the Social Meid campaign to engaging in day adventures with overnight stays and focus attention on key objectives of *Open for Business*. This is a critical exercise, as objective will be echoed in everything produced

various marketing materials. All efforts are made to stay true to the Ontario Brand in all promotional efforts, then people (both visitors and our internal market) will grow to perceive vacationing in Northeastern Ontario in the desired light.

Feature Articles & Digital Geo-Fencing Campaign Estimated budget: $15,000

Expected Reach	50,000		
Expected Engagement	3,500		
Expected Group Bookings	315	RoI (Based on 2 days $476)	$149,940

Increase the number of Feature Stories on Fishing and Hunting Lodges to contain better lure content and present in a magazine-style format. Highlight autumn events, activities, and open attractions to enhance VFR interest.

Northeastern Ontario Promotional Media Tour Estimated budget: $7,500

Expected Reach	500,000		
Expected Engagement	1,175		
Expected Group Bookings	105	RoI (Based on 2 days $476)	$49,980

Initiate proactive contacts with major media, aimed to generate coverage here in Northeastern Ontario by using social media, print outlets, radio, and TV, and invite them to visiting some of the places affected by media misconceptions such as Killarney, and Temagami. This would be done by leveraging a heavy new branding of the #Journeys2Discover initiative.

Winter & Summer Campaigns Estimated budget: $10,000

Expected Reach	500,000		
Expected Engagement	1,175		
Expected Bookings	105	RoI (Based on 2 days $476)	$49,980

A special digital, broadcast and print campaign would be developed to concentrate awareness on the ecological value of forest fires and benefits to all tourism activities, NeONT will work in partnership with local communities and tourism operators with a particular focus on positive messaging connected with fishing, paddling and hiking. A immediate promotions will be for fall colours, attractions, and festivals campaign will be pushed out toward engaging the huge VFR market by asking locals to invite their family and friends with a chance to win a prize package (TBD i.e. restaurant meal, tours, etc…) . The promotion will be used to highlight accommodation and day adventure deals. Intiatial work will be to update the online operator database to become a comprehensive listing to assist all industry members both directly and indirectly impacted by the fires.

Calendar of Events Estimated Budget: $7,500

Expected Reach	50,000		
Expected Engagement	3,500		
Expected Bookings	315	RoI ($350 per group)	$110,250

For the 2019 summer season, a calendar of events will be developed and distributed to local businesses throughout Northeastern Ontario, with a focus on the major highways.

Budget Summary

Social Media Campaign & Tagline promotion	$5,000
Feature Articles & Geo Fencing Campaign	$15,000
Northeastern Ontario Promotional Media Tours	$7,500
Winter & Summer Campaigns	$10,000
Calendar of Events	$7,500
TOTAL	**$45,000**

Projected Revenue Sources	
NeONT	$7,500
Municipal & Industry Partners	$7,500
RED	$30,000
TOTAL	**$45,000**

Note that some activities for this initiative have begun to be responsive to communities and operators affected.

11668

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: Friday, August 24, 2018 12:23 PM
Subject: FONOM Release Regarding FONOM Board Election & Meetings at AMO
Attachments: FONOM MEDIA RELEASE August 24th.pdf; FONOM MEDIA RELEASE August 24th.doc; FONOM MEDIA RELEASE August 24th_FR.docx; FONOM MEDIA RELEASE August 24th_FR.pdf

Hello

Please find attached a FRONOM Media Release, we would ask you share with your members of Council and Senior Management.

The Release contains information on the recent Board Election of Officers and the pending retirement of Mayor Al Spacek.

Also the FONOM Board met with several Ministers and the NDP leadership, during the AMO Conference. During those meetings the Board discussed several issues of importance to our members and the Northern Ontario Economy.

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

RECEIVED
AUG 24 2018

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 ☐
☐ _____
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FONOM

The Federation of Northern Ontario Municipalities

August 24th, 2018

The Federation of Northern Ontario Municipalities (FONOM) wishes to thank Mayor Al Spacek for his many years of Leadership and Dedication as President of FONOM. Mayor Spacek announced at the FONOM Conference this spring that he would not be seeking re-election in October. An election of Officers was held at the August Board meeting in Ottawa. The new officers are; President Danny Whalen (Councillor from the City of Temiskaming Shores), 1St Vice President Mac Bain (Councillor from the City of North Bay), 2nd Vice President Paul Schoppmann (Mayor from the Municipality of St. Charles). Mayor Spacek will serve as Past President until December 1st of this year.

President Whalen commented on Mayor Spacek's leadership of FONOM, "the high regard others have for FONOM as an organization, is directly related to the commitment and passion Al has for Northern Ontario" and "his energy will be missed, and the entire Board is committed to build on the foundation Al has help design". Mayor Spacek commented at the end of the Board meeting, "I am not going far and I am glad I have developed so many friendships throughout Ontario while servicing as President"

During the Association of Municipalities of Ontario (AMO) Annual Conference in Ottawa, the FONOM Board met with a Multi-Minister Delegates of the new Ontario Progressive Conservative Government. The meeting was a great opportunity for the new Government to meet the new Executive and Board of FONOM. Mayor Spacek and President Whalen spoke with the Ministers and their staff, about issues of concern to communities and business in Northern Ontario. Those issues include; Municipal Infrastructure funding, Connecting Link, Species at Risk impacts, 4 Laning of the Trans-Canada Highway, Railway Right of Way Property Taxation, Cannabis, Electricity Price, Fuel Price regulation, Forestry, Natural Gas Expansion, Fire Fighter Regulations, Non-Urgent Patient transfers, maintaining the number of Health Units in Northern Ontario, funding of Forestry Roads, Expanding Medical Service, Interest Arbitration and Opportunities for the Crown Land. FONOM appreciated the opportunity to meet the Ministers and we are anxious to work with their Government to create a stronger Northern Economy

The FONOM Board met as well with members of the Ontario New Democratic Party, sharing many of the issues with them.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and to strive for improved legislation respecting local government in the north. It is a membership-based association that draws its members from northeastern Ontario and is governed by an 11 member board.

-30-

For more information:

Councillor Danny Whalen
FONOM President
705-622-2479

11699

From: Roxanne St. Germain
Sent: Friday, August 31, 2018 1:00 PM
To: Roxanne St. Germain
Subject: Councillor Danny Whalen's appointment to the Northern Caucus of the Association of Municipalities of Ontario
Attachments: 2018-2020 AMO Board of Directors Danny Whalen_FR.docx; 2018-2020 AMO Board of Directors Danny Whalen english.docx

From: FONOM Office/ Bureau de FONOM [mailto:fonom.info@gmail.com]
Sent: Monday, August 27, 2018 6:59 PM
Subject: Councillor Danny Whalen's appointment to the Northern Caucus of the Association of Municipalities of Ontario

Good morning

Please find attached a Media Release announcing Councillor Danny Whalen's appoint, to the Northern Caucus of the Association of Municipalities of Ontario

Thanks Deb

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

RECEIVED
AUG 27 2018

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 ☐
☐ _____
☐ _____

AMO Association of Municipalities Ontario

NEWS RELEASE

FONOM President Appointed to the 2018 – 2020 AMO Board of Directors

August 23, 2018

At the Annual Conference of the Association of Municipalities of Ontario (AMO), held in Ottawa August 19 – 22, Danny Whalen, President, Federation of Northern Ontario Municipalities (FONOM), was appointed to the AMO Board of Directors, Northern Caucus.

As a member of the Board, President Whalen will help set policy for the association and serve as a key municipal leader in the province.

"AMO benefits from membership from across the Province, and a Board that reflects the diversity of Ontario's municipal governments. To that end, I am pleased to have Danny on the 2018- 2020 Board team," said AMO President, Jamie McGarvey.

About the Association of Municipalities of Ontario:

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario and Canada's political system.

For more information about AMO, please go to our website: www.amo.on.ca

-30-

For more information contact:
Brian Lambie,
AMO Media Contact
416.729.5425
lambie@redbrick.ca

11678

From: Jennifer Roussy <Jennifer.Roussy@dnssab.ca>
Sent: Wednesday, September 5, 2018 11:46 AM
To: Roxanne St. Germain
Subject: DNSSAB - Conversations for Early Years and Child Care 5-Year Plan
Attachments: EYCC Plan posters Temagami Community Conversation.png

RECEIVED SEP 05 2018

Good morning,

The District of Nipissing Social Services Administration Board's Children's Services Team is hosting conversations with Licensed Child Care Providers, EarlyON Service Providers, Special Needs Resourcing Providers, stakeholders and other community agencies for our Early Years and Child Care 5-Year Plan.

We appreciate and value your input so throughout this process, we are hosting conversations to gather feedback from community partners. We would like to invite you to a conversation to share your knowledge of the current early years system and help us ensure that programs and services are engaging to parents and caregivers, support early learning and development and assist families in making community connections.

This conversation is directed towards organizations that provide child and family services and programs to children and families 0-12 in the Temagami region. Please share with your networks or forward to the appropriate individuals within your organization. If you are unable to make the consultation, but still wish to participate, please let us know.

The conversation for Temagami will take place on **Monday September 10th, 2018 at 2 p.m.** at **Temagami Public School** (see poster attached). Please RSVP to the event at https://communityconversationtemagami.eventbrite.ca.

Should you have any questions, please contact us at data@dnssab.ca. We look forward to our continued partnership in providing high quality children's services throughout our District.

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 ☐
☐ _____
☐ _____

Thank you all for your support,

DNSSAB Children's Services Team

Kind regards,

Jennifer Roussy, M.A.
Children's Services Data Coordinator | Coordonnatrice de données des services à l'enfance
District of Nipissing Social Services Administration Board (DNSSAB) |
Conseil d'administration des services sociaux du district de Nipissing (CASSDN)

200 McIntyre Street East, PO Box 750 | 200, rue McIntyre Est, C.P. 750 | North Bay, ON, P1B 8J8
Phone | Téléphone: (705) 474-2151 x. 3321
Fax | Télécopieur: (705) 474-7155
Email | Courriel data@dnssab.ca

How can we meet families' needs?

Help us to better meet early years and child care needs by attending our community conversation.
All are welcome to attend!

Monday, September 10th, 2018
Temagami Public School
11 School Road, Temagami ON
2 pm-3:30 pm

Please RSVP at
https://communityconversationtemagami.eventbrite.ca

District of Nipissing Social Services Administration Board
Conseil d'administration des services sociaux du district de Nipissing

Corporation of the Municipality of Temagami
Planning Advisory Committee (PAC) Meeting
Municipal Office Boardroom
May 15, 2018 at 10:00a.m.
Draft Minutes

An audio recording of this meeting was not correctly done and will not be available through the Municipal Website.

The minutes of this Committee represent ideas or advice to Council. They do not represent decisions of Council and may require further study.

Committee Members Present: (Acting Chair) John Kenrick, Claire Rannie (By Phone), Cathy Dwyer, Jim Hasler (By Phone). Barry Graham joined meeting at 11:45.
Staff: Debbie Morrow
Absent: Barret Leudke, Tammy Lepage
Members of the Public: Biff Lowery

Call to Order & Roll Call: 10:05 a.m.

Staff called the meeting to order and read the audio recording declaration of this meeting.

Appointment of Chair for this meeting
18-39
MOVED BY: C. Dwyer
SECONDED BY: C. Rannie (By Phone)
BE IT RESOLVED THAT the Committee appointed John Kenrick as Chair for this meeting.
CARRIED

Adoption of Agenda
Amendment to Agenda: Amendment to the May 15, 2018 Agenda: inclusion of Fire Smart literature throughout Plan review. (John Kenrick delivered the Fire Smart Literature.)
18-40
MOVED BY: C. Dwyer
SECONDED BY: J. Hasler (By Phone)
BE IT RESOLVED THAT the agenda for the May 15, 2018 meeting of the Planning Advisory Committee be adopted with the addition of referencing of Fire Smart Literature in the Plan review.
CARRIED

Disclosure of Pecuniary Interest and Conflict of Interest
None.

Minutes of Previous Meeting
The Committee discussed the following amendments to the Minutes presented for April 23, 2018:

- To include names of the members of the public in attendance.

- Page 3 - 4th bullet point should read: "The Planner to review the areas that is suitable for MNR & Busby Properties.
    - 6th bullet point correction replace the word "high" with "highway".
- Page 4 – 2nd bullet point sentence should read: "the planner to clarify the rationale for the distinction between various commercial uses within the OP and expend on the permitted use."
    - 8th bullet point sentence should read: "the planner to consider the concept of the Mine Landing Access Point to become a separate land use zone.

18–41
MOVED BY:
SECONDED BY:
BE IT RESOLVED THAT the Minutes of the Planning Advisory Committee meeting held on April 23, 2018 be adopted with the amendments listed above.

CARRIED

Business Arising from the Minutes
None.

Unfinished Business
Review of the Official Plan
The purpose of the ongoing Official Plan review is to highlight areas for consideration for the planner and the public.

Page 6-1 Section 6.1 Introduction

- The Planner is to remove the first 2 paragraphs.
- The Planner to add in the last paragraph: last sentence: "Marten River is a dispersed community of both seasonal and permanent residential properties and significant tourist and commercial highway uses. The development pattern is dispersed low density and mainly interconnected by Hwy 11 and Hwy 64 and non- municipally maintained roads."
- Section 6.2 "Principles & Goals" the Planner to add definition of Low Capacity and a list of Townships that it includes.
- Section 6.21 –"Land Use" the Planner to include in the first sentence after "Neighbourhood and rural": "and continue to be characterized by dispersed low density seasonal and permanent development linked by existing roads, trails and waterways."

Page 6-2 Section 6.2.2-"Economic"

- The Planner to add to the last sentence to "encourage Tourist Commercial development."
- Section 6.2.3-"Environmental" the Planner to add at end of first paragraph: "The community supports the retention of older timber roads as recreational trails."
- The Planner to add an additional bullet point: "Low intensity development while respecting the following four capacities: carry capacity of water, shoreline capacity, fisheries capacity and boat limit capacity." This statement be added to each neighbourhood in the environmental section.

- Section 6.2.4-"Social" the Planner to add to the last sentence: "It is recognized that this community has been well established and organized before joining the Municipality."
- Section 6.3.1-"Crown Land" the Planner to consult with the MNRF to update their policies. The Planner to ensure that Crown Land policies are clearly referenced and should be referenced in the "General" part of the Plan".
  - The Planner to include "Fire Smart Reference" in each neighbourhood where applicable.

Page 6-4Section 6.3.2-Permited Uses

  - The Planner to review "Sleep Cabin" policies throughout the neighbourhoods.
- Section 6.3.3-"Rural Residential and Remote Residential" the Planner to list Rural Development in Special Management areas (2 areas): southwest corner of Milne Twp. and Backend of White Bear Forest.
  - The Planner to include in the Glossary definitions of Special Management Areas and Integrated Management Areas.
  - The Planner is to add in the 1st paragraph 2nd last sentence after in order: "to preserve low density aesthetics" instead of "conserve wilderness and semi-wilderness values.

Page 6-5 Section 6.3.3.1 Rural Residential

  - The Planner is to remove the last sentence beginning with Plan of subdivision in the first paragraph 2nd sentence.
  - The Planner to change the Last bullet point to read: "Utilisation of existing vegetation and topography to minimise erosion control."
  - The Planner to include a bullet point for "Fire Smart" information.

Page 6-6 Section 6.3.3.2- Remote Residential

  - The Planner to add another bullet point referencing the Capacity Measures to be respected: carrying capacity of water, shoreline capacity, fisheries capacity and boat limit capacity.

A member of the public spoke to a matter concerning Dock Suitable Location Studies.

  - Page 6-7 the 7th bullet point the Planner to change the sentence to read: "Demonstrated suitable location of dock with consideration of neighbours and approval of local authorities."

Page 6-8 Section 6.3.4- Sleep Cabins

  - The Planner to consider each neighbourhoods concerns during the public meeting, with respect to sleep cabins policies.

Page 6-9 Section 6.3.6 New Development

  - The Planner to remove the 2nd paragraph and place in the general section for MNRF policies.
  - Section 6.3.7.1 the Planner to include the number of Lots permitted from Patented or Crown Land.
  - The Planner to review cumulative in some sections and not in others.
  - The Planner to make reference of "Density" as to lots sizes and quantity.

Page 6-10 Sections 6.3.8 Home Occupations and 6.3.9 Home Industry

  - The Planner to review Home Occupation & Home Industry policies.

Page 6-11Section 6.3.10- Shoreline Structures

  - The Planner to make note during public meeting regarding shoreline development (i.e. boathouses) per neighbourhood.

- Section 6.3.11- "Prohibited Uses" Discussion about two places in Marten River area that have mobile homes are Land O Lakes and Red Cedar Camp. The Planner to add this in s.6.3.11 after Marten River Neighbourhood.
- Consideration should be used versus Regulating Mobile Home Trailer Park.
- Planner to review S. 8 Special Provisions in the Zoning By-Law.

Page 6-12 Section 6.3.13- Telecommunications and Utility Infrastructure

- Paragraph should read: "Telecommunications and utility infrastructure is encouraged throughout the Marten River Neighbourhood. Where possible the Municipality will request that telecommunication towers be unobtrusive as possible."
- Section 6.3.14- "Parks/Conservation Reserves" the Planner to change the last sentence should read: "Marten River Provincial Park; however, will continue to work with the municipality to identify and address and concerns."

Page 6-13 Section 6.3.16- Bed and Breakfast Establishments

- The Planner to review Bed and Breakfast restrictions throughout the OP.

Page 6-14 Section 6.3.19-Transit of Industrial/Building Supplies

- The Planner to add at the end of 2nd paragraph the following: "A contractor's yard cannot impede public access."
- The Planner to add to the last sentence after access points: "as a reference to adhere to."
- Section 6.14 Land Use Designations
- The Planner to add the definition of Integrated Management Area and Special Management Area.
- Section 6.4.1-Integrated Management Area
- The Planner to add the areas that it applies to with a brief description and listing by name of these areas to be included.

Page 6-15 Section 6.4.2- Special Management Area

- The Planner to add areas referred to by name and exclude Sisk Township.

Page 6-16 Section 6.4.3-Protected Area

- The Planner to add: Marten River Provincial Park as the only area.

Page 6-17 Section 6.4.5 – Industrial

- The Planner to add definition of Light Industrial and Heavy Industrial.
- General discussion that the Industrial terminology is dealt with in the Zoning Bylaws.

Page 6-19 Continuation of Section 6.4.6.2 – New Tourist Commercial Uses

- The Planner to review new versus expansion with regards to Tourist Commercial.
- The Planner to change the 7th Bullet point to read: "Demonstrated suitable location of dock with consideration of neighbours and approval of local authorities."
- The Planner to add the following as a separate bullet point: "respect of the 4 capacity measures- water carrying capacity, shoreline capacity, fisheries capacity and boat limit capacity."

Page 6-20 Section 6.4.6.3 – Conversions of Tourist Commercial Uses

- The Planner to change the Title: Conversion of Tourist / Youth and Youth/Tourist Commercial Uses.
- The Planner to replace the wording throughout the paragraphs to reflect Tourist /Youth and Youth/Tourist.

Page 7-1 Section 7.0- Matabitchuan Neighbourhood

- CALA representative will be forwarding some information regarding plan review.

- Section 7.1 "Introduction" the Planner to remove the first two paragraphs.
- The Planner to add in the 4th paragraph: "Rabbit Lake Access Point".
- The Planner to remove the last 2 sentences. (Begins with The full environment and social ……)

Page 7-2 Section 7.2.3 – Environmental

- The Planner to add in the 2nd paragraph: "It is the goal of the Municipality to work with the forestry operators and government agencies with respect to the location of forest access roads, timing of forestry operations, harvesting conditions and rehabilitation issues which may impact and to ensure old timber trails and logging roads are retained for recreational experience of this neighbourhood."

- Section 7.3.1- Crown Land
  - The Planner to update/review with the MNRF.

Page 7-4 Section 7.3.2 Permitted Uses

- The Planner to add in the 3rd bullet point: "review of sleeps cabins as part of public consultation meetings."

Page 7-5 Continued Section 7.3.3 Rural Residential and Remote Residential

- The Planner to add: "bed and breakfast and sleep cabins to be reviewed at public consultation meetings."

- Section 7.3.3.1 Rural Residential
  - The Planner to add bullet point referencing "Fire Smart Information" and the 4 Capacity Measures: water carrying capabilities, shoreline capabilities, fisheries capabilities and boat limit capabilities.

Page 7-6 Continued Section 7.3.3.1- Rural Residential

- The Planner to change the first bullet point to read: "Demonstrated suitable location of dock with consideration of neighbours and approval of local authorities."

Page 7-8 Section 7.3.4 Sleep Cabins

- The Planner to review this policy during the public consultation meetings.

Page 7-9 Section 7.3.6 New Development

- The Planner to remove last paragraph and add to the issues table for discussion during public meeting.

Page 7-10 Section 7.3.7.1 Number of Lots Permitted from Patented or Crown Land

- The Planner to review Cumulative versus Non-Cumulative.

Page 7-11 Section 7.3.10 – Shoreline Structures

- The Planner to review and add this policy to the issues table.

- Section 7.3.11 – Prohibited Uses
  - The Planner to add definition of Multi Unit Residential Structures.
  - The Planner to review regulating Mobile Home Trailer Park.
  - Review of Zoning By-law for this area.

Page 7-12 Section 7.3.12 – Services and Utilities

- The Planer to add: Fire Smart Information.

- Section 7.3.13 – Telecommunications and Utility Infrastructure
  - The Planner to change the paragraph to read: "Telecommunications and utility infrastructure is encouraged throughout the Matabitchuan Neighbourhood. Where possible the Municipality will request that such infrastructure be as unobtrusive as possible."

Section 7.3.14 – Parks/Conservation Reserves

- The Planner to list: White Bear Conservation Area and Lorraine Lake Special Management Area. (To be confirmed with the MNRF about Lorraine Lake Special Management Area)
- General Discussion about not intermixing Parks and Conservation Areas.

Page 7-13 Section 7.3.16 – Bed and Breakfast Establishments

- The Planner to review this policy and add to the issues table.

Page 7-14 Section 7.13.18 Contractor's Yard

- The Planner to add a separate bullet point: "Public Access not to blocked" and "Storage to not impede on Public Access"

Page 7-15 Section 7.4.1 – Integrated Management Area

- The Planner to change the 3rd paragraph to read: "Commercial timber harvesting, and aggregate extraction and mining are also encouraged, but they shall be carefully managed in order to ensure compatibility with other permitted uses."

Page 7-17 Section 7.4.3 – Protected Area

- The Planner to add the definition of protected areas and add the list of names i.e. White Bear Forest, etc.

Page 7-18 Section 7.4.5 – Industrial

- The Planner to remove the last sentence in the 2nd paragraph.

Page 7-20 Continued Section 7.4.6.2 New Commercial Uses

- The Planner to add bullet point: "Respecting the 4 Capacity Measures-water carrying capability, shoreline capability, fisheries capability and boat limit capability."

Page 7-21 Section 7.4.6.4 – Conversion of Youth Camps to Tourist Commercial Uses

- The Planner to change the title to: "Conversion of Youth Camps to Tourist Commercial Uses and Tourist Commercial to Youth Camps uses.
- The Planner to replace the wording throughout the policy.

Items for next agenda

- Official Plan

Set Meeting Date

18-42
MOVED BY: B. Graham
SECONDED BY: C. Dwyer
BE IT RESOLVED THAT the next Planning Advisory Committee Meeting be scheduled for June 6, 2018 at 10:00 am.

CARRIED

Meeting Adjournment

18-43
MOVED BY: C. Dwyer
SECONDED BY: B. Graham
BE IT RESOLVED THAT the May 15, 2018 meeting be adjourned at 1:43 p.m.

CARRIED

Corporation of the Municipality of Temagami
Planning Advisory Committee (PAC) Meeting
Municipal Office Boardroom
June 12, 2018 at 11:00a.m.
Draft Minutes

An audio recording of this meeting has been made and will be available through the Municipal Website.

The minutes of this Committee represent ideas or advice to Council. They do not represent decisions of Council and may require further study.

Committee Members Present: (Chair) Lorie Hunter, Cathy Dwyer, Jim Hasler (By Phone) Barry Graham, John Kenrick and Barret Leudke. Claire Rannie (arrived 11:05)
Staff: Tammy Lepage
Members of the Public: 3

Call to Order & Roll Call: 11:00 a.m.

The Chair called the meeting to order and read the audio recording declaration of this meeting.

Adoption of Agenda
18-44
MOVED BY: B. Graham
SECONDED BY: B. Leudke
BE IT RESOLVED THAT the revised agenda for the June 12, 2018 meeting of the Planning Advisory Committee be adopted as amended.
CARRIED

Revision is to change the word "Memo" to "Resolution" for item 9.2 and the amendment is to add item 9.4 correspondence from Latempra executive.

Disclosure of Pecuniary Interest and Conflict of Interest
None.

Minutes of Previous Meeting
Chair informed the Committee that the minutes of May 15th were not circulated, as the minutes need some revisions. She further explained that the minutes are to list issues and not to have suggestions, note, comments and names throughout the minutes.
18–45
MOVED BY: C. Rannie
SECONDED BY: B. Leudke
BE IT RESOLVED THAT the Minutes of the Planning Advisory Committee meeting held on May 15, 2018 be tabled for the next planning advisory committee meeting.
CARRIED

Business Arising from the Minutes
The Committee discussed having the packages, if possible provided early than the Friday prior to meetings, to allow more time to review the materials. Staff informed the Committee the package

was printed off and left on the printer, for those who requested printed copies and that best efforts will be taken to have the packages sent out in advance.

New Business

Z-18-01 – Krech Zoning By-Law Amendment Application

Clarification was sought as to why the Committee of Adjustment is not dealing with this application, staff informed the Planning Advisory Committee (PAC) that PAC reviews Zoning By-law Amendments for comment submissions to Council and that Council is the approval authority for Zoning By-Law Amendments. Further clarification was sought as to why the Temagami Lakes Association (TLA) was circulated and that Chair clarified that they had requested to be notified of all zoning by-law amendments, once a request has been submitted all those who makes request to be notified will receive notifications.

Discussion that the maps within the archaeological report doesn't match up with the property and was difficult to distinguish where the archaeological feature are located. Discussion that it be noted in the minutes that the archaeological feature is not located on the applicant's property.

The Committee reviewed and discussed application No. Z-18-01 – Krech zoning by-law amendment application and recommends to Council the following:

18-46

MOVED BY: B. Graham

SECONDED BY:C. Dwyer

WHEREAS the Planning Advisory Committee (PAC) has reviewed the Zoning By-Law Amendment application Z-18-01;

AND WHEREAS the PAC submits the following comment submission to Council as part of the public hearing process;

AND WHEREAS PAC recognizes that cultural and heritage features are to be protected;

AND WHEREAS PAC recommends for Council to be mindful of s. 2.6 Cultural Heritage and Archaeology in the Provincial Policy Statement 2014 and s.2.14 Cultural Heritage Resources of the Municipality of Temagami's Official Plan;

NOW THEREFORE BE IT RESOLVED THAT notwithstanding the archaeological component adjacent to the site, PAC would recommend to Council to approve Zoning By-Law amendment No. Z-18-01 subject to archaeological resources being discovered the proponent should follow s. 48(1) of the Ontario Heritage Act, the Cemeteries Act, R.S.O. 1990 c.C.4 and the Funeral, Burial and Cremation Services Act 2002, SW,O. 2002,c.33.

CARRIED

The Committee discussed that it would be prudent to send letters to the adjacent property owners and the Committee of Adjustment making them aware of the archaeological features within that area. Staff will confirm with the Ministry of Tourism Culture and Sport, as staff explained that the ministry is reluctant to divulge such sensitive information to avoid foraging and disruption of the any known sites. Staff is to provide an update at the next meeting.

Z-18-02 – Pandolfo Zoning By-Law Amendment Application

The Committee reviewed and discussed application No. Z-18-02 – Pandolof zoning by-law amendment application and recommends to Council the following:

18-47

MOVED BY: B. Graham

SECONDED BY: C. Dwyer
WHEREAS the Planning Advisory Committee (PAC) has reviewed the Zoning By-Law Amendment application Z-18-02;
AND WHEREAS the PAC submits the following comment submission to Council as part of the public hearing process;
AND WHEREAS PAC recommends in favour of the proposed garage/shop;
NOW THEREFORE BE IT RESOLVED THAT PAC recommends to Council to approve Z-18-02.

CARRIED

The Committee discussed the zoning of the property is highway commercial and that the zoning by-law amendment is not changing the zoning of the property. Staff informed the Committee the zoning by-law amendment is required as the garage/shop is larger than permitted by the zoning by-law and the property will maintain its current zone as highway commercial.

Unfinished Business

Second Unit OPA draft policy

Discussion took place regarding the Planning Consultants draft second unit Official Plan Amendment policy and that Councils direction and the Committee's intent is to have second units in all five neighbourhoods. The Chair informed the Committee that various Planners have various interpretations of the legislation and the legislation is unclear.

Discussion also took place regarding the Gray OMB decision and that a sleep cabin can contain both a kitchen & bathroom and is not considered a dwelling. The committee heard from a member of the public regarding this matter.

The Chair informed the Committee that Policies are in place regarding setbacks, and vegetative buffer. The Committee continued discussion regarding second units, and the potential for marrying sleep cabin policies, with the second unit policies and that the Official Plan (OP) can't have conflicting policies. Further discussion took place regarding the policies in the OP and to have the Planning Consultant, the Chair of PAC and the Planning Clerk to have a conversation regarding the intent of PAC and Council's direction and for the Planning Consultant to attend a meeting by phone. Further discussion took place that the Zoning By-Law Amendment be concurrent with the OPA. Committee heard from a member of the public regarding an open house.

The Committee passed the following motion by recorded vote:
18-48
MOVED BY: C. Dwyer
SECONDED BY: B. Leudke
WHEREAS at the regular Council meeting dated March 13, 2018 Council passed resolution 18-081 by recorded vote to allow second units in all neighbourhoods;
NOW THEREFORE BE IT RESOLVED THAT the Planning Clerk and the Planning Advisory Committee Chair meet with the Planning Consultant to discuss and review the current policies for sleep cabins and develop policies for second units based on our current policies;
AND FURTHER THAT the Planning Consultant to provide PAC with draft policies for the official plan amendment and draft policies for a zoning by-law amendment;
AND FURTHER THAT the Planning Consultant attend a meeting by phone.

J. Kenrick requested a recorded vote:

	Yays	Nays
B. Graham	✓	
B. Leudke	✓	
C. Dwyer	✓	
C. Rannie		✓
J. Hasler	✓	
J. Kenrick		✓
Chair L. Hunter	✓	

Results of recorded vote 5 to 2

CARRIED

at 12:29p.m. and reconvened at 12:43 p.m.

Review of the Official Plan Section 8-10

The purpose of the ongoing Official Plan review is to highlight areas for consideration for the planner and the public.

The Committee discussed the following:

- Page 8-1 s. 8-1 "Backcountry Neighbourhood" the planner to review the first two paragraph the term "actively" and that these two paragraphs does not need to be repeated throughout;
    - The Planner to review the issue Crown land disposition and the Municipality as the Agent;
    - 4th Paragraph – the planner to review and add a brief description and indicate where the Backcountry neighbourhood is instead of trying to find it within the Schedules.
- Page 8-2 s. 8.2.2 "Economic" the Planner to change the word "support" to "encouraging".
- Page 8-3 s.8.3.1 "General Policies" "Crown Land" Planner is to review with the Ministry of Natural Resources and Forestry the above noted policies.
- Page 8-4 s. 8.3.2 "Permitted Uses" bullet point one add "Low Density Residential" to the sentence.
    - Third Bullet Point add revise and clarify the term sleep cabin.
- Page 8-5 s. 8.3.3.1 "Rural Residential" fourth bullet point to expand the use of capacity calculation and incorporate other studies as ex. Fisheries capacities & Boat limits.
- Page 8-6 second bullet point – planner to review recommendation regarding Site Plan control as noted in previous minutes.
    - To include "Low Density" in the Lot Creation through Consents on Private Land.
        - The Committee heard from a member of the public on this matter.
- Page 8-8 the Planner to add "Low Density Residential" and include capacity calculation and other studies.
    - S. 8.3.4 "Sleep Cabins" The Planner is to review and clean any and all areas that mentions sleep cabins.

B. Graham excused himself 2:10 to 2:12

- Page 8-9 second paragraph – The Planner is to review sleep cabins policies in conjunction with second unit policies.

- S. 8.3.5 “Number of Sleep Cabins Permitted on Lot” Planner to review the third paragraph policy regarding a fully serviced sleep cabin be located on lots that can be severed.
- S. 8.3.6 – “New Development” The Planner to expend new lot development on backcountry roads and surrounding lakes.

- Page 8-10 s. 8.3.7.1 “Lots Permitted from Patented” the Planner to review this policy throughout.
  - s.8.3.8 & 8.3.9 “Home Occupation & Home Industry” the planner to review these polices.
- Page 8-11 s. 8.3.11 “Prohibited Uses” the Planner to review adjusting the boundaries to include Lake Temagami and review access points such as Cross Lake etc. The Committee heard from a member of the Public regarding this matter.
- Page 8-12 s.8.3.13 “Telecommunications & Utility Infrastructure” the Planner to change the word “permitted” in the first paragraph to “encourage”.
- Page 8-13 s.8.3.16 “Bed & Breakfast Establishments” the Planner to review broadening the bed and breakfast policies throughout.
  - S.8.3.17 “Aesthetic Viewscape Management” the Planner to review the second paragraph regarding land use permits.
  - The Planner to recommend a general statement of encouragement and support of the First Nation Community.
- Page 8-14 s. 8.3.18 “Contractor’s Yard” the Planer to review this policy throughout the OP.
  - S.8.3.19 “Transit of Industrial/Building Supplies at Lake Access Points” the Planner to review this policy throughout as the intent is for a “lay down area” like drop and load sites.
- Page 8-15 s. 8.4.1 “Integrated Management Area” the Planner to change the word “shall” in the first sentence in paragraph 6 to “may”.
- Page 8-17 s.8.4.3 “Protected Area” the Planner to review this policy and list the protected areas.
- Page 8-19 s.8.4.6.2 “New Tourist Commercial Use” the Planner to add the capacity calculations.
- Page 8-21 s.8.4.6.4 “Conversion of Youth Camps to Tourist Commercial uses” the Planner to review this policy and demonstrate the reasoning for potential conversion of Tourist Commercial use to Youth Camps.
  - S.8.4.7 “Future Development” the Planner to review and indicate where the future development areas are.
- Page 9-1 s.9.1 “General” the Planner to clarify the planning tools such as: holding by-laws and development permits and to add the tools to the issues table list.
  - S.9.2 “Planning Administration” the Planner to review the second paragraph regarding members as members are to be increased to 9 members not seven members.
- Page 9-2 s. 9.3 & 9.4 “Review and monitoring of the Plan” & “Amendments to the Plan” the Planner is to review this policies in accordance with the 10 year plan.
- Page 9-4 s. 9.5.2 “Non-Complying Lots & Buildings” the Planner to review the last paragraph and indicate that this varies dependent on neighbourhood and to include Fire Smart policy.

- Page 9-5 s.9.6.2 “Public Consultation” the Planner is to expend the list of ways for public consultation methods.

Recording secretary stepped away from the meeting for 2 minutes.

- Page 9-6 s. 9.6.5 “First Nation” The Planner to include which First Nation community is being notified.
- Page 9-7 First sentence, the Planner to review this sentence with the Ministry of Municipal Affairs & Ministry of Housing.
    - The Planner to review bullet point 3 to indicate if this is policy is for “Cold Water Lakes or Warm Water Lakes.” And mentioned other systems of capacity calculations.
- Page 9-8 first bullet point the Planner to review this bullet as it may be varies by neighbourhood regarding site plan control.
- Page 9-9 s. 9.7.2 “Plans of Subdivision” the Planner to review the last bullet point regarding financial impact on the Municipality needs to be explained more to include servicing cost and liabilities.

Staff is to provide a copy of the road agreement to Committee members for the plan of subdivision on Fox Run.

- The planner to clarify municipal road standards.
- Page 9-12 s. 9.7.6 “Development and Site Alterations” the Planner to provide list the natural heritage features and to add the definition that is in the PPS 2014.
- Page 9-13 Table 9.1 the Planner is to review the table with the MNRF and to have the definitions.
- Page 9-14 s.9.9 “Lot creation and Development Plan Study” the Planner is to review this policy.
- Page 9-19 s. 9.15 “Cash-in Lieu of Parkland” the Planner to review and update this policy.
- Page 9-17 s. 9.13 “Site Plan Control” the Planner to review as per previous recommendations.
- Page 9-20 s.9.19 “Ministry of Natural Resources, Comprehensive Planning Process” the Planner to review with the MNRF and propose a statement that the Municipality may request an amendment of the Temagami Land Use Plan.
- Page 9-22 s. 9.23 “Sewer & water Allocations” the Planner to review this policy regarding creation of another lagoon.

Consensus was to hear from member of the public regarding lagoons in terms of volume.

- Page 9-23 s. 9.24 “Complete Application” the Planner to add that the onus is on the applicant/agent for studies that may be required as part of an application.
- The Planner to produce better quality schedules for the Official Plan.

<u>Items for next agenda</u>

- Definitions with the OP
- Begin the Zoning By-Law review
- Correspondence from the Temagami Lakes Association dated May 23, 2018 regarding OP draft Terms of Reference.
- Correspondence from Latempra.

- Issues table for a future meeting.

Items for Information

18-49
MOVED BY: C. Rannie
SECONDED BY: B. Leudke
BE IT RESOLVED THAT the information items be noted, filed and recorded in the minutes of this meeting.
Items for Information were:

- Correspondence from the Temagami Lakes Association dated May 23, 2018 regarding Official Plan draft Terms of Reference Concerns. – bring back at the next meeting.
- Resolution 18-178 Appointment of Chair
- Correspondence from Ministry of Municipal Affairs and Ministry of Housing dated March 20, 2018 regarding the Northeastern Ontario Planning Authorities Workshop 2018.
- Correspondence from the Latempra received June 12, 2018 regarding Terms of Reference for the OP review.

CARRIED

Set Meeting Date

18-50
MOVED BY: B. Graham
SECONDED BY: C. Dwyer
BE IT RESOLVED THAT the next Planning Advisory Committee Meeting be scheduled for July 5th at 10:00 am.

CARRIED

Meeting Adjournment

18-51
MOVED BY: J. Kenrick
SECONDED BY: B. Graham
BE IT RESOLVED THAT the June 12, 2018 meeting be adjourned at 2:56 p.m.

CARRIED

	Corporation of the Municipality of Temagami **Memorandum to Council**	**Memo No.** 2018-M-006 ☒ **Staff** ☐ **Committee**
Subject:	Train Station Lease Follow Up	
Agenda Date:	January 25, 2018	
Attachments:	COPY of Memo 2017-M-074 from June 2017 Draft Lease Utility Cost Comparison List of Activities from Living Temagami	

RECOMMENDATION

This memorandum is:

☐ To be received for information

BACKGROUND

On June 27, 2017, Council received Memo 2017-M-074 at a special meeting of Council. A copy of that memo is attached to this memo for reference. At that meeting, the CAO explained that TAC had backed out as they were unable to source funding for this venture at the same time as other ventures from the same funders, but that they were supporting a new group, called Living Temagami, taking it on. Council passed Resolution 17-403 as follows:

> BE IT RESOLVED THAT Council receive Memo 2017-M-074 regarding Update on Expressions of Interest for the Temagami Train Station;
> AND FURTHER THAT Council direct staff to get further information from Mr. Camp with regard to his long term commitment for the rental and to ask Living Temagami to submit a written expression of interest, and to ask the Chamber of Commerce regarding their intentions moving in;
> AND FURTHER THAT this information be brought back to the regular Council meeting on this Thursday.
> CARRIED

At the regular meeting on June 29, 2017, this was considered under Unfinished Business and Council passed Resolution 17-439 as follows:

> BE IT RESOLVED THAT Council receive the correspondence with regard to the Temagami Train Station;
> AND FURTHER THAT Council support in principle the Living Temagami expression of interest, with a short term lease to be prepared and reviewed in November and with the Information Centre in the south end of the station.
> CARRIED

At the December 15, 2017 combined Committee of the Whole and Regular Council meeting, Resolution 17-439 was discussed and referred to the consent agenda. It was passed as part of the consent agenda motion 17-732, as follows:
BE IT RESOLVED THAT Council direct staff to bring a report to the January meeting on the costs year to date for utilities for the building and on what the Living Temagami Group has planned for the rest of the winter, along with the [draft] lease and a report on what revenues the Municipality has received from the agreement to date.
CARRIED

INFORMATION
The CAO did obtain a DRAFT lease from our lawyers and did start to fill it in and did discuss the matter with a representative of Living Temagami, but no final version was created and signed. There was also a draft lease in progress for the Chamber of Commerce section of the station.

A director of the Living Temagami board has informed staff that they do have the funds agreed upon ($250.00 per month) for the five-month trial period set aside in the bank to pay the rent (totaling $1,250), but were waiting for a lease agreement before paying it.

Staff has compiled a listing of the utility costs for the periods of July to November 2016 and 2017 for comparison between the station not being used and being used. That list accompanies this memo.

Staff has also obtained a list from Living Temagami of the activities that have taken place and that are planned or in development. That list accompanies this memo.

Upon review of the information provided, Council should consider if Council is satisfied with the status to date and if Council wishes to consider continuing the arrangement. If so, the draft lease should be revised if necessary, finalized and executed.

Prepared by:
Elaine Gunnell
Municipal Clerk / Acting CAO

FAX - 705 - 569-2834
Attn: Patrick

DRAFT

THIS INDENTURE made as of the XX day of XX, 2017,

in pursuance of THE SHORT FORMS OF LEASES ACT

BETWEEN:

The Corporation of the Municipality of Temagami

Herein called the "Landlord"

OF THE FIRST PART

AND

XX

Herein called the "Tenant"

OF THE SECOND PART

In consideration of the rents reserved and the covenants and agreements contained in this Lease on the part of the Tenant, the Landlord hereby leases to the Tenant those certain premises situate in the XX of XX, in the District of Nipissing, more particularly described as the North portion of the Temagami Train Station, ~~Highway~~ ___ Highway 11 North. 30th

hereinafter called the "Leased Premises" for a term ~~of XX years~~ commencing on the XX day of XX, 20XX, being fully completed and ended on the XX day of XX, 20XX.
June 17 30th November 17

The rent in respect of the leased premises shall be XX ($XX) dollars per year, $250 payable to the Landlord in advance in equal monthly installments of XX ($XX) dollars each, on the XX day of each month during the term, the first payment becoming due and being payable on the XX day of XX, 20XX. Rental payments to be made to XX or as otherwise directed by the Landlord. Harmonized Sales Tax ("HST") under the provisions of the *Excise Tax Act of Canada* shall be payable in addition to and at the same time as the monthly rental payments.
1st 1st day of July, 2017

1. TENANT'S COVENANTS
The Tenant hereby covenants with the Landlord as follows:

(a) Rent: To pay the rent hereby reserved in the manner and on the days specified herein;

(2)

(b) Taxes: To pay water and garbage rates, business and other taxes, charges, rates, duties and assessments levied in respect of the Tenant's occupancy of the leased premises or in respect of the personal property or business of the Tenant as and when the same become due;

(c) Alterations: Not to make any alterations or additions to the Leased Premises without prior consent of the Landlord and any such alterations or additions to be made at the expense of the Tenant. The Landlord will not unreasonably withhold its consent;

(d) Electric and Other Charges: To pay the cost of electricity, fuel and telephone as and when they fall due;

(e) Maintenance: To keep the Leased Premises in good repair, reasonable wear and tear only excepted;

(f) Insurance: Not to use the Leased Premises or permit them to be used for any purpose which may render the insurance on the building void and if the rate of insurance is increased as a result of anything done upon the premises by the Tenant, the Tenant will pay to the Landlord as additional rent the amount by which the insurance premiums are so increased;

(g) Subletting: Not to sublet the said Leased Premises or any part thereof nor to assign this Agreement without the written consent of the Landlord, which consent shall not be unreasonably withheld;

(h) Signs: Not to use the outer walls or windows of the said Leased Premises for any notice or nameplate except as approved by the Landlord;

(i) Repairs: To repair, according to notice in writing, damage by reasonable wear and tear and by fire, lightning and tempest only excepted;

(j) Indemnity: To indemnify the Landlord against all liabilities, claims, damage or expenses arising out of any act or neglect of the Tenant or its servants, employees, agents, invitees or licensees in and about the Leased Premises, or arising out of any breach, violation or non-performance of any of the terms of this lease by them or any damage to the persons or property of the Tenant's servants, employees, agents, invitees or licensees, other than by reason of the negligence of the Landlord;

(k) Clear of Obstruction: To keep the sidewalks about the Leased Premises clear of snow and ice and of all other obstructions according to the by-laws and regulations of the municipality;

(l) Trade or Business: To use the Leased Premises for the purpose of the Tenant carrying on business as and not to carry on or permit to be carried

(3)

on therein any other trade or business without the consent in writing of the Landlord;

(m) Last Month's Rent: On the date this Lease is signed by the Tenant, the Tenant shall provide the Landlord with a cheque in the amount of five hundred ($500) dollars, plus H.S.T., as a security deposit to be applied towards payment of the last month's rent and/or damages to the Leased Premises or Tenant's hydro arrears and, or other obligations of the Tenant under the terms of this lease for which the Landlord may become obligated.

(n) Commercial General Liability Insurance for Bodily Injury or Death and Property Damage Insurance: At the date of execution of this lease by the Tenant, and from time to time thereafter, to provide to the Landlord a Certificate of Insurance that the Tenant has a commercial general liability insurance policy for bodily injury or death and property damage in force which insures the Tenant in respect of injury to or death of any person or property damage in the amount of at least one million ($1,000,000.00) dollars and names the Landlord as an additional insured.

(o) Fire Insurance: At the date of execution of this lease by the Tenant, and from time to time thereafter, to provide to the Landlord a Certificate of Insurance that the Tenant has insured its fixtures and personal property against loss or damage by fire, lightning, explosion, water damage and all other standard supplementary perils in an amount of not less than one hundred (100%) per cent replacement value of the said fixtures and personal property;

(p) Heat: To provide sufficient heating of the Leased Premises to maintain a reasonable temperature therein at all times when reasonably required for use of premises;

(q) Tax Escalator Clause: To pay annually on demand during the term of this lease and any renewal, extension or holding over and as additional rent an amount equal to any increase in realty taxes, including any H.S.T. payable, for each year during the term hereof over the realty taxes for the Leased Premises for the 20 municipal realty taxation year. For the purpose of this Lease, the municipal realty taxes (including local improvement rates), rates, duties and assessments (in this lease referred to as "Realty Taxes") rated, levied and assessed in any year against the building and the lands upon which it is situate are deemed Realty Taxes for the Leased Premises. The provisions of this paragraph survive the termination of the lease where the expiry of the term and of the municipal realty taxation year do not coincide, the appropriate apportionment shall be made and the Tenant shall pay the amount of the apportionment. (This clause has been inserted because of the uncertainty surrounding the effect of Bill 106 of the first

4

session, 36th Legislation, Ontario, 45 Elizabeth 11, 1997 (*Fair Municipal Finance Act*, 1997) which proposes the elimination of business assessment and contemplates increases to commercial assessment as a result. Under this lease, business taxes are the Tenant's responsibility and realty taxes are the Landlord's responsibility. The parties wish to keep the *status quo* to the extent possible.)

2. LANDLORD'S COVENANTS

The Landlord covenants with the Tenant:

(a) Structural Repairs: To maintain and repair all windows, doors, plumbing and electrical fixtures and to make repairs to walls, floors and ceilings of the leased premises which may be necessary.

(b) Quiet Enjoyment: For quiet enjoyment;

(c) Parking: To permit the employees, invitees and guests of the Tenant to park automobiles in the parking spaces reserved for the Tenant and designated by number;

3. PROVISOS

Provided always and it is hereby agreed as follows:

(a) Tax Escalation: If the municipal and other real property taxes, including school and local improvement taxes, payable by the Landlord upon or in respect of the Leased Premises shall in any calendar year during the term or in the calendar year in which this lease expires or is determined exceed the amount of taxes payable in respect of the calendar year of the commencement of this lease, the Tenant shall pay to the Landlord, as additional rent, the amount of such increase;

(b) Tenant's Fixtures: Subject to the other provisions of this lease, the Tenant may remove its fixtures;

(c) Damage and Destruction:

(i) Provided that if during the term herein or any renewal thereof the Leased Premises shall be destroyed or damaged by fire or the elements then the following provisions shall apply:

(a) If the Leased Premises shall be so badly injured as to be unfit for occupancy, and as to be incapable of being repaired with reasonable diligence within one hundred

5

and twenty days of the happening of such injury, then the term hereby granted shall cease and be at an end to all intents and purposes from the date of such damage or destruction, and the Tenant shall immediately surrender the same, and yield up possession of the Leased Premises to the Landlord, and the rent from the time of such surrender shall be apportioned;

(b) If the demised Leased Premises shall be capable, with reasonable diligence, of being repaired and rendered fit for occupancy within one hundred and twenty days from the happening of such injury as aforesaid, but if the damage is such as to render the Leased Premises wholly unfit for occupancy, then the rent hereby reserved shall not run or accrue after such injury, or while the process of repair is going on, and the Landlord shall repair the same with all reasonable speed, and the rent shall recommence immediately after such repairs shall be completed.

(c) If the Leased Premises shall be repaired within one hundred and twenty days as aforesaid, and if the damage is such that the said Leased Premises are capable of being partially used, then until such damage shall have been repaired, the rent shall abate in the proportion that the part of the Leased Premises rendered unfit for occupancy bears to the whole of the Leased Premises.

(d) Landlord's Liability: The Landlord shall not be liable nor responsible in any way for any loss of or damage or injury to any property belonging to the Tenant or to employees of the Tenant or to any other person while such property is on the Leased Premises unless such loss, damage or injury shall be caused by the negligence of the Landlord or of its employees, servants or agents;

(e) Re-Entry: If the rent reserved or any part thereof shall not be paid on the day appointed for payment, whether lawfully demanded or not, or in the case of breach or non-observance or non-performance of any of the covenants or agreements herein contained or referred to on the part of the Tenant to be observed and performed, the Landlord shall be entitled thereafter to enter into and upon the Leased Premises or any part thereof in the name of the whole the same to have again, repossess and enjoy as of its former state, anything herein contained to the contrary notwithstanding;

6

(f) Vacancy: In case without the written consent of the Landlord the Leased Premises shall remain vacant or not used for a period of twenty-one (21) days or be used by any other person than the Tenant or for any other purpose than that for which they were let or in case the term or any of the goods and chattels of the Tenant shall at any time be seized in execution or attachment by any creditor of the Tenant or if the Tenant shall make any assignment for the benefit of Creditors or become bankrupt or insolvent or take the benefit of any act now or hereafter in force for bankrupt or insolvent debtors, this lease shall at the option of the Landlord cease and determine and the terms shall immediately become forfeited and void and the then current month's rent and the ensuing three months' rent shall immediately become due and payable and the landlord may re-enter and take possession of the Leased Premises as though the Tenant or other occupant of the Leased Premises was holding over after the expiration of the term without any right whatever;

(g) Overholding: If the Tenant shall continue to occupy the Leased Premises after the expiration of this lease, with or without the consent of the Landlord, without any further written agreement, the Tenant shall be a monthly Tenant at the monthly rental herein mentioned and on the terms and conditions herein set out except as to length of tenancy;

(h) Notice of Re-rental: To permit the Landlord during the last two (2) months of the term to affix and retain on any part of the exterior of the Leased Premises a notice that the premises are for rent and during the same period to permit the premises to be viewed at all reasonable times by any person authorized by the Landlord or his agent;

(i) First Right of Refusal: At the termination of the term or any renewal of this lease, the Landlord will grant to the Tenant the first right of refusal to rent the Leased Premises on such terms and conditions as the Landlord is willing to accept from any other party, the Tenant to have fifteen (15) days within which to notify the Landlord of its acceptance or refusal of such an offer to rent, that time to run from the date it receives written notice of such an offer from the Landlord.

(j) Early Possession: Upon payment of the first and last months' rent, and H.S.T. thereon, as provided for in this Lease, and the execution of this Lease by both the Landlord and Tenant, the Tenant shall be entitled to possession of the Leased Premises free of rent prior to March 1, 1996, and upon taking possession of the Leased Premises all other provisions in this lease shall apply.

(k) Entry to view condition and Notice of disrepair: The Landlord may enter and view the state of repair of the Leased Premises and the Tenant will repair according to notice in writing. If the Tenant refuses or neglects to

7

make the repairs in such notice, the Landlord may make them and charge the cost of them to the Tenant as additional rent. The rent shall not abate while those repairs are being made, by reason of loss or interruption of the business of the Tenant because of any such work, and the Landlord agrees to complete the work expeditiously.

(l) Right to show Leased Premises: The Tenant acknowledges that the Landlord or its agents shall have the right to enter the Leased Premises at all reasonable times to show them to prospective purchasers, encumbrancers, lessees or assignees, and may also, during the six month preceding the termination of the terms of this lease, place upon the Leased Premises the usual type of notice to the effect that the Leased Premises are for rent, which notice the Tenant shall permit to remain on them.

4. EFFECT OF LEASE

This lease and everything herein contained shall extend to and bind and may be taken advantage of by the heirs, executors, administrators, successors and assigns as the case may be of each of the parties hereto.

5. NOTICES: Any notice in writing which either party may desire to give to the other with regard to any matter or thing in this lease contained may be validly and effectually given by mailing the same by prepaid registered post addressed as follows:

XX

and every such notice shall be deemed and taken to have been delivered on the day following the day on which it was so mailed.

6. REGISTRATION OF DOCUMENTS ON TITLE TO THE LEASED PREMISES: The Landlord hereby consents to the registration of this lease by way of Notice of Lease registered on title to the Leased Premises at the Land Registry Office in the Land Titles Division at Haileybury, Ontario, PROVIDED the preparation of the document to do so and all costs of registration are at the expense of the tenant.

8

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals.

SIGNED, SEALED and DELIVERED in the presence of	)	
_____	)	_____
Witness	)	
_____	)	_____
Witness	)	

C:/LeaseAgreement/LeaseAgreement.doc

Draft

FAX - 705 - 569-2834
Attn: Patrick

DRAFT

THIS INDENTURE made as of the XX day of XX, 2017,

in pursuance of THE SHORT FORMS OF LEASES ACT

BETWEEN:

The Corporation of the Municipality of Temagami

Herein called the "Landlord"

OF THE FIRST PART

AND

XX The Temagami & District Chamber of Commerce

Herein called the "Tenant"

OF THE SECOND PART

In consideration of the rents reserved and the covenants and agreements contained in this Lease on the part of the Tenant, the Landlord hereby leases to the Tenant those certain premises situate in the XX of XX, in the District of Nipissing, more particularly described as South portion of The Temagami Train Station — Highway 11 North.

hereinafter called the "Leased Premises" for a term ~~of XX years~~ ? commencing on the XX 30th day of XX, 20XX, being fully completed and ended on the XX day of XX, 20XX.
June, 17 30th November, 2017

The rent in respect of the leased premises shall be XX ($XX) Zero dollars per year, payable to the Landlord in advance in equal monthly installments of XX ($XX) 0 dollars each, on the XX day of each month during the term, the first payment becoming due and being payable on the XX day of XX, 20XX. Rental payments to be made to XX or as otherwise directed by the Landlord. Harmonized Sales Tax ("HST") under the provisions of the *Excise Tax Act of Canada* shall be payable in addition to and at the same time as the monthly rental payments. $0

1. TENANT'S COVENANTS
The Tenant hereby covenants with the Landlord as follows:

(a) Rent: To pay the rent hereby reserved in the manner and on the days specified herein;

(2)

(b) Taxes: To pay water and garbage rates, business and other taxes, charges, rates, duties and assessments levied in respect of the Tenant's occupancy of the leased premises or in respect of the personal property or business of the Tenant as and when the same become due;

(c) Alterations: Not to make any alterations or additions to the Leased Premises without prior consent of the Landlord and any such alterations or additions to be made at the expense of the Tenant. The Landlord will not unreasonably withhold its consent;

(d) Electric and Other Charges: To pay the cost of electricity, fuel and telephone as and when they fall due;

(e) Maintenance: To keep the Leased Premises in good repair, reasonable wear and tear only excepted;

(f) Insurance: Not to use the Leased Premises or permit them to be used for any purpose which may render the insurance on the building void and if the rate of insurance is increased as a result of anything done upon the premises by the Tenant, the Tenant will pay to the Landlord as additional rent the amount by which the insurance premiums are so increased;

(g) Subletting: Not to sublet the said Leased Premises or any part thereof nor to assign this Agreement without the written consent of the Landlord, which consent shall not be unreasonably withheld;

(h) Signs: Not to use the outer walls or windows of the said Leased Premises for any notice or nameplate except as approved by the Landlord;

(i) Repairs: To repair, according to notice in writing, damage by reasonable wear and tear and by fire, lightning and tempest only excepted;

(j) Indemnity: To indemnify the Landlord against all liabilities, claims, damage or expenses arising out of any act or neglect of the Tenant or its servants, employees, agents, invitees or licensees in and about the Leased Premises, or arising out of any breach, violation or non-performance of any of the terms of this lease by them or any damage to the persons or property of the Tenant's servants, employees, agents, invitees or licensees, other than by reason of the negligence of the Landlord;

(k) Clear of Obstruction: To keep the sidewalks about the Leased Premises clear of snow and ice and of all other obstructions according to the by-laws and regulations of the municipality;

(l) Trade or Business: To use the Leased Premises for the purpose of the Tenant carrying on business as and not to carry on or permit to be carried

(3)

on therein any other trade or business without the consent in writing of the Landlord;

(m) Last Month's Rent: On the date this Lease is signed by the Tenant, the Tenant shall provide the Landlord with a cheque in the amount of five hundred ($500) dollars, plus H.S.T., as a security deposit to be applied towards payment of the last month's rent and/or damages to the Leased Premises or Tenant's hydro arrears and, or other obligations of the Tenant under the terms of this lease for which the Landlord may become obligated.

(n) Commercial General Liability Insurance for Bodily Injury or Death and Property Damage Insurance: At the date of execution of this lease by the Tenant, and from time to time thereafter, to provide to the Landlord a Certificate of Insurance that the Tenant has a commercial general liability insurance policy for bodily injury or death and property damage in force which insures the Tenant in respect of injury to or death of any person or property damage in the amount of at least one million ($1,000,000.00) dollars and names the Landlord as an additional insured.

(o) Fire Insurance: At the date of execution of this lease by the Tenant, and from time to time thereafter, to provide to the Landlord a Certificate of Insurance that the Tenant has insured its fixtures and personal property against loss or damage by fire, lightning, explosion, water damage and all other standard supplementary perils in an amount of not less than one hundred (100%) per cent replacement value of the said fixtures and personal property;

(p) Heat: To provide sufficient heating of the Leased Premises to maintain a reasonable temperature therein at all times when reasonably required for use of premises;

(q) Tax Escalator Clause: To pay annually on demand during the term of this lease and any renewal, extension or holding over and as additional rent an amount equal to any increase in realty taxes, including any H.S.T. payable, for each year during the term hereof over the realty taxes for the Leased Premises for the 20 municipal realty taxation year. For the purpose of this Lease, the municipal realty taxes (including local improvement rates), rates, duties and assessments (in this lease referred to as "Realty Taxes") rated, levied and assessed in any year against the building and the lands upon which it is situate are deemed Realty Taxes for the Leased Premises. The provisions of this paragraph survive the termination of the lease where the expiry of the term and of the municipal realty taxation year do not coincide, the appropriate apportionment shall be made and the Tenant shall pay the amount of the apportionment. (This clause has been inserted because of the uncertainty surrounding the effect of Bill 106 of the first

4

session, 36th Legislation, Ontario, 45 Elizabeth 11, 1997 (*Fair Municipal Finance Act*, 1997) which proposes the elimination of business assessment and contemplates increases to commercial assessment as a result. Under this lease, business taxes are the Tenant's responsibility and realty taxes are the Landlord's responsibility. The parties wish to keep the *status quo* to the extent possible.)

2. LANDLORD'S COVENANTS

The Landlord covenants with the Tenant:

(a) Structural Repairs: To maintain and repair all windows, doors, plumbing and electrical fixtures and to make repairs to walls, floors and ceilings of the leased premises which may be necessary.

(b) Quiet Enjoyment: For quiet enjoyment;

(c) Parking: To permit the employees, invitees and guests of the Tenant to park automobiles in the parking spaces reserved for the Tenant and designated by number;

3. PROVISOS

Provided always and it is hereby agreed as follows:

(a) Tax Escalation: If the municipal and other real property taxes, including school and local improvement taxes, payable by the Landlord upon or in respect of the Leased Premises shall in any calendar year during the term or in the calendar year in which this lease expires or is determined exceed the amount of taxes payable in respect of the calendar year of the commencement of this lease, the Tenant shall pay to the Landlord, as additional rent, the amount of such increase;

(b) Tenant's Fixtures: Subject to the other provisions of this lease, the Tenant may remove its fixtures;

(c) Damage and Destruction:

(i) Provided that if during the term herein or any renewal thereof the Leased Premises shall be destroyed or damaged by fire or the elements then the following provisions shall apply:

(a) If the Leased Premises shall be so badly injured as to be unfit for occupancy, and as to be incapable of being repaired with reasonable diligence within one hundred

5

and twenty days of the happening of such injury, then the term hereby granted shall cease and be at an end to all intents and purposes from the date of such damage or destruction, and the Tenant shall immediately surrender the same, and yield up possession of the Leased Premises to the Landlord, and the rent from the time of such surrender shall be apportioned;

(b) If the demised Leased Premises shall be capable, with reasonable diligence, of being repaired and rendered fit for occupancy within one hundred and twenty days from the happening of such injury as aforesaid, but if the damage is such as to render the Leased Premises wholly unfit for occupancy, then the rent hereby reserved shall not run or accrue after such injury, or while the process of repair is going on, and the Landlord shall repair the same with all reasonable speed, and the rent shall recommence immediately after such repairs shall be completed.

(c) If the Leased Premises shall be repaired within one hundred and twenty days as aforesaid, and if the damage is such that the said Leased Premises are capable of being partially used, then until such damage shall have been repaired, the rent shall abate in the proportion that the part of the Leased Premises rendered unfit for occupancy bears to the whole of the Leased Premises.

(d) Landlord's Liability: The Landlord shall not be liable nor responsible in any way for any loss of or damage or injury to any property belonging to the Tenant or to employees of the Tenant or to any other person while such property is on the Leased Premises unless such loss, damage or injury shall be caused by the negligence of the Landlord or of its employees, servants or agents;

(e) Re-Entry: If the rent reserved or any part thereof shall not be paid on the day appointed for payment, whether lawfully demanded or not, or in the case of breach or non-observance or non-performance of any of the covenants or agreements herein contained or referred to on the part of the Tenant to be observed and performed, the Landlord shall be entitled thereafter to enter into and upon the Leased Premises or any part thereof in the name of the whole the same to have again, repossess and enjoy as of its former state, anything herein contained to the contrary notwithstanding;

6

(f) Vacancy: In case without the written consent of the Landlord the Leased Premises shall remain vacant or not used for a period of twenty-one (21) days or be used by any other person than the Tenant or for any other purpose than that for which they were let or in case the term or any of the goods and chattels of the Tenant shall at any time be seized in execution or attachment by any creditor of the Tenant or if the Tenant shall make any assignment for the benefit of Creditors or become bankrupt or insolvent or take the benefit of any act now or hereafter in force for bankrupt or insolvent debtors, this lease shall at the option of the Landlord cease and determine and the terms shall immediately become forfeited and void and the then current month's rent and the ensuing three months' rent shall immediately become due and payable and the landlord may re-enter and take possession of the Leased Premises as though the Tenant or other occupant of the Leased Premises was holding over after the expiration of the term without any right whatever;

(g) Overholding: If the Tenant shall continue to occupy the Leased Premises after the expiration of this lease, with or without the consent of the Landlord, without any further written agreement, the Tenant shall be a monthly Tenant at the monthly rental herein mentioned and on the terms and conditions herein set out except as to length of tenancy;

(h) Notice of Re-rental: To permit the Landlord during the last two (2) months of the term to affix and retain on any part of the exterior of the Leased Premises a notice that the premises are for rent and during the same period to permit the premises to be viewed at all reasonable times by any person authorized by the Landlord or his agent;

(i) First Right of Refusal: At the termination of the term or any renewal of this lease, the Landlord will grant to the Tenant the first right of refusal to rent the Leased Premises on such terms and conditions as the Landlord is willing to accept from any other party, the Tenant to have fifteen (15) days within which to notify the Landlord of its acceptance or refusal of such an offer to rent, that time to run from the date it receives written notice of such an offer from the Landlord.

(j) Early Possession: Upon payment of the first and last months' rent, and H.S.T. thereon, as provided for in this Lease, and the execution of this Lease by both the Landlord and Tenant, the Tenant shall be entitled to possession of the Leased Premises free of rent prior to March 1, 1996, and upon taking possession of the Leased Premises all other provisions in this lease shall apply.

(k) Entry to view condition and Notice of disrepair: The Landlord may enter and view the state of repair of the Leased Premises and the Tenant will repair according to notice in writing. If the Tenant refuses or neglects to

7

make the repairs in such notice, the Landlord may make them and charge the cost of them to the Tenant as additional rent. The rent shall not abate while those repairs are being made, by reason of loss or interruption of the business of the Tenant because of any such work, and the Landlord agrees to complete the work expeditiously.

(l) Right to show Leased Premises: The Tenant acknowledges that the Landlord or its agents shall have the right to enter the Leased Premises at all reasonable times to show them to prospective purchasers, encumbrancers, lessees or assignees, and may also, during the six month preceding the termination of the terms of this lease, place upon the Leased Premises the usual type of notice to the effect that the Leased Premises are for rent, which notice the Tenant shall permit to remain on them.

4. EFFECT OF LEASE

This lease and everything herein contained shall extend to and bind and may be taken advantage of by the heirs, executors, administrators, successors and assigns as the case may be of each of the parties hereto.

5. NOTICES: Any notice in writing which either party may desire to give to the other with regard to any matter or thing in this lease contained may be validly and effectually given by mailing the same by prepaid registered post addressed as follows:

XX

and every such notice shall be deemed and taken to have been delivered on the day following the day on which it was so mailed.

6. REGISTRATION OF DOCUMENTS ON TITLE TO THE LEASED PREMISES: The Landlord hereby consents to the registration of this lease by way of Notice of Lease registered on title to the Leased Premises at the Land Registry Office in the Land Titles Division at Haileybury, Ontario, PROVIDED the preparation of the document to do so and all costs of registration are at the expense of the tenant.

8

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals.

SIGNED, SEALED and DELIVERED in the presence of	)	
_____	)	_____
Witness	)	
_____	)	_____
Witness	)	

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Draft

Living Temagami Hertitage & Culture Centre
Updated Expression of Interest for the Temagami Train Station

1. **Organization History**

Living Temagami Heritage & Culture Centre may be a new organization, but the people running this organization are not new to community service and following through on commitments made. Each individual person has a long history of community involvement and support. Each individual person has a long list of successful events and projects they were part of or delivered for other organizations they were members of. Each person has a long history of developing resources and successful fundraising campaigns. Together the people who are Directors on this Board will make a very strong team and do everything in their power to make the Living Temagami Heritage & Culture Centre a success.

- **Mission statement**

Living Temagami ~ Heritage & Culture Centre connects, cultivates and engages community through the arts. Arts and culture are fundamentally linked to quality of life and to the health and wellness of all citizens, shaping identities, fostering life-long learning, promoting creativity and innovation, and engaging citizens across generations.

- **Vision**

Living Temagami ~ Heritage & Culture Centre envisions a vibrant, connected community engaged in discovering, exploring, and creating all art forms. The supportive power of extended family in all its definitions is embraced, as is the belief that the spirit and energy of community, and our participation in it, empowers and transforms. The warmth, enthusiasm, and unity of our cultural hub echo throughout the Temagami area. This serves as an example of the inclusive community making, kinship, and cultural expression that can be created and embraced.

- **Values**

Community ~ Living Temagami is a community driven organization committed to those who live, work, study, and play in the Temagami area. We incubate and provide safe, welcoming access to space, experiences, events, learning, and other resources as a strategy to revitalize community and connect people. We believe in our community and the people in it. We foster belonging, self-expression, interdependence, and engagement.

Heritage & History ~ Living Temagami believes the heritages and histories of all people should be embraced and celebrated. We believe it is very important to be connected to our history and heritage as it influences what we do in the present.

Art & Culture ~ Living Temagami believes the presence of all art forms are essential for a healthy, loving, just community. We believe making, showing, performing and experiencing art, music, dance and all culture should be safe, affordable and accessible to everyone.

Collaboration ~ Living Temagami believes our success is tied to that of our volunteers, artists and artisans of all heritages and other members of the community. Our primary commitment is to support, elevate and engage organizations and individuals in the Temagami and surrounding area. We embrace collaboration, partnerships, programming, and commitment as ways to building community.

Diversity ~ Living Temagami values and celebrates the diverse history, identities and cultures within our community. We embrace an intersectional, multi-issue approach to all art, programming, partnership, inclusion and community building. We will keep a hyper local focus on Temagami while breaking down boundaries and raising awareness throughout communities.

Education ~ Living Temagami believes knowledge and mutual respect are enhanced when we share space, create and learn together. We prioritize providing access to arts, and other education to a community that otherwise lacks such resources within it and/or the schools serving our youth.

Inclusion ~ Living Temagami is committed to participatory decision-making. We value and welcome diverse people, art, culture, heritage, and ideas.

- **Terms of Reference**

The purpose of the Living Temagami - Heritage & Culture Centre is to promote community interest, engagement, appreciation, and education in the arts, culture, heritage, local history, and other areas. We will include art & other exhibitions, education, events, and developing needed resources for other specific community interests.

Mandate: Living Temagami - Heritage & Culture Centre will, consistent with the purpose described above, undertake the following: Develop and deliver program's to promote and engage people with our rich and diverse cultural heritage. This will include art, artisan, craftsman, music, dance, theatre, and other educational workshops, and to embrace our history and diverse heritage. Foster public awareness, recognition, and support for local talent in all arts, heritage, and archival preservation of the history, lore, and language of the Temagami and surrounding area.

Meetings: The Board of Directors will meet a minimum of once per month in accordance with its regular schedule of meetings established by the Board. Special meetings may be held at the call of the Executive Director or by request of other Directors for specific purposes. The meeting rules and procedures will be in accordance with the Standard Accepted Practices such as Robert's Rules of Order.

Membership: The Board of Directors will consist of five (5) members including; One (1) Director of the Board shall be Indigenous; and four (4) other Directors who shall bring a variety of skills and knowledge to compliment the various areas of our mandate and will include men and women. At present all Directors shall be chosen by the sitting Board of Directors. Other Committees may be formed in future to develop specific areas of Living Temagami programming and organizational needs.

2. Statement of Interest and Experience

- **Why is the organization interested in the project?**

Living Temagami Heritage and Culture believes that the Temagami Train Station is a focal point of the town. It is a beautiful building with great potential for the right project and venue to come together and breathe life into what is now an empty shell. We agree with the Municipality's and the taxpayers' desire that the Station be a space that engages the Community, becomes an integral part of the Community and has the ability to draw people to the town to help support the Community. In the recent survey provided to the residents of Temagami regarding what uses they would like to see for the Train Station, both having a gallery and having a museum were at the top of the survey results. In speaking with various people in the Municipality you will find there is a clear desire to have workshops and opportunities to learn, to try new things, to have an organized space and come together to create an atmosphere where they can discuss and exchange ideas and thoughts and create a positive dialogue. They desire a town that can be vibrant and viable as it once was. We intend to provide programming to help fulfill those desires and grow to provide more.

The Temagami Artistic Collective has been mainly focused on the music side of "Artistic" with the inclusion of some cultural programming along the way. They have wanted to expand to include the artists, artisans, photographers, craftsmen, and other creative people in the area for some time and we are confident that now is the right time for this inclusion to begin. When TAC was approached about this project they were very excited and the project was began and this proposal was started. The proposal has been changed to another organization because there was conflict with many of the available grants for TAC's present programming and the proposed programming for the Train Station. The opportunity to use the Train Station as the vehicle to move the representation of artists and a larger cultural community forward and highlight the large and diverse collection of talented people the Temagami area has to offer is still a perfect fit. TAC is in full support of this project. The beauty and architecture of the building will enhance the historical and enduring feel to the space. It will lend a professional look and atmosphere that will augment the programming offered and set the stage for a successful venture. It will put to good use a building that each citizen looks to as a constant in a landscape of change and deteriorating economy. Buildings as rich in history and service as the Temagami Train Station are truly part of the fabric that created the town and helped it endure over the years. There is a strong connection between this building and the people in this town; indeed it is older than all of us. There is a want and desire for the building to have purpose, yet remain accessible; to become self sufficient, yet not be lost; to have a fitting and respectful outcome long deserved. Living Temagami believes we can provide the purpose, increase the accessibility, and strengthen the connection already existing between the Community and the Station to make it a Community Hub, while we work toward becoming self sufficient.

We are willing and hopeful to share the space with the Temagami and District Chamber of Commerce and their operation of the Information Centre. It is a good fit where both organizations' clientele will overlap and be advantageous to both organizations. We have similar interests and desires to be of benefit to the town and the Community, to help strengthen the economy and presence of the town, and to promote what we have to offer. We have been in discussion with the Chamber and have several options in mind as to how the Collaboration could be developed and what compensations could be exchanged or negotiated.

Recent research on available Funding streams and Grant availability has confirmed there is a wide range of options available for assistance with the potential programming we have listed. All of the programs and events are prospective revenue streams and can be fluid and flexible in being offered for free or for a fee as decided based on the needs of the Community and the Collective at the time of the event. We will be actively pursuing all pertinent opportunities for Funding and Collaboration.

- **What is the organization's experience working in the area you are proposing?**

Although the new organization does not have a history of organizing and delivering a wide range of events and programming that TAC has, all of the Board of Director has experience in these areas and have consistently delivered for other organization and have a long list of successes with other organizations. We will serve Living Temagmi with the same drive and commitment.

The Collective has experience in organizing and delivering a multitude of events in a variety of genres. There is a history of Collaboration with other organizations and Community Groups, successful Grant applications and Fund Raising. The Collective is in full support of this project and have made a commitment to offer support and guidance and other help as much as possible. We will be working together and supporting each other in many ways. Living Temagami will be collaborating with other organizations and groups. We have already engaged our network of contacts to discuss areas of the programming we would like to begin with. We have secured offers of website creation, printing at cost, and several free presentations. Our members are educated and experienced in the areas required to make the planned programming a reality. Collectively, we have years of business and entrepreneurial acumen, facility and retail operations and management experience, administration, marketing, teaching, presentation, workshop and curatorial practice. Strengths include program development, event planning, volunteer procurement and management, team building, resource development, Collaboration, and Grant writing. Living Temagami will do an excellent job in offering an excellent repertoire of enjoyment and learning opportunities with the same commitment to accountability, organization, and delivery as provided in the past in our service to other organizations and communities. We are artists, musicians, craftsmen and creative individuals, committed to strengthening our town and our Community for the benefit of all.

3. **Vision for the Project**

- **How does the organization see they will benefit the Community?**

Our goal is to develop the Station into a Community destination by creating a Cultural Center. We will do this by creating a space and programming that will bring people from the Community and beyond together to enjoy the space and events, make new friends, enjoy new experiences, and engage in the learning or enjoyment opportunities we will be offering. People coming to our town may participate in other events, shop, eat, and stay overnight, all boosting the economy and supporting the town. People who have a positive experience will talk with others about what they experienced and enjoyed. They will return again and again.

Revitalizing our downtown area is of vital importance to the attraction of investment, business, and people to our Community. Having a vibrant Cultural Centre in the most important and beautiful historical building in the area will change the view in the downtown core and is a key component in moving the Economic Development of the town forward.

The Municipality has been covering the monthly costs and repairs of the Train Station since 2013. In the Train Station survey the Community was asked for their opinion on selling the Train Station. The majority of the respondents stated they did not want the Train Station sold, but are concerned about the expense burden placed on the taxpayers. The respondents were also very open to a Non Profit/Not for Profit Organization using the Station with some subsidy provided by the Municipality. We believe creating a Cultural Centre at the Train Station in Temagami will benefit the town's people both personally, with the programming and events, and financially through the positive impact and boost to the local economy and the lessening of the financial burden of the building on the Community.

Living Temagami will be looking to develop programming such as

Artist, Artisan, Craftsmen Exhibitions:

- Local and Guest Artist Exhibits & Installation
- Opening Night events and Artist Discussions
- Curated and Themed Exhibits & Displays
- Sales with a percentage retained by the Collective

Artist, Artisan, Craftsmen Talks, Demonstrations, Seminars, Lectures

- Presentation and Discussions about their Creative Process and Works
- Sharing of Skills and Techniques

Documentaries & Cinematic Presentations

- Variety of Subjects and Community Interests presented in an intimate setting followed by Audience Participation in roundtable Discussion or critique

Small Venue Performances

- Guest Musicians with music geared to a smaller venue
- Poetry or Author Readings, perhaps in Collaboration with the Library
- Storytelling
- Performers

Artist in Residence

- Artist in Residence programs with the Artist using the space to Create Work and have times where the Public is allowed to Observe and Engage the artist about their Work
- Artist in the Schools programs

Studio Space

- Studio Space Rental

Art Camp

- Participate in Helping Facilitate the Annual Art Camp by Supplying Space and Collaboration and Volunteer Staff when needed

Music

- Sharing and Performances
- Music Appreciation
- Music and Lyrics
- Music Lessons

Classes & Workshops

- Artistic forms such as Painting and Drawing
- Photography & Videography
- Woodcraft and Wood Carving
- Jewellery making and Beadwork
- Sewing and Crafts
- Ballroom, Line Dancing etc...
- Reiki and other Naturopathic or Health related programs and Lectures
- Specialty programs and areas of interest geared to Seniors and the Retirement Community
- Poetry, Story Writing, Storytelling Workshops possibly in Collaboration with the library

Museum Space for History of Area – Minimal expense for programs

- Dedicated Space for Historical Items to be displayed on a rotating basis to keep it fresh and Interesting. Grey Owl section. We expect minimal expense for this process
- Historic Presentations & Talks by Local People and Guest Speakers
- History Club or regular meeting times for people to Share Stories and Historical Knowledge
- Collaboration with Museums and Historical Agencies for Sharing Exhibits or Special Presentations

Cultural Education & Events

- Participate in the Annual Cultural Days Festival
- Encourage Community Involvement and Interaction by hosting and helping facilitate presentations or discussions of various history, heritage, and cultures, including both native and non-native in the Temagami and broader area focusing on their roots, heritage, and family traditions, and the area of the world from which their families originated.
- Indigenous Programs and Learning Opportunities, such as traditional dance, language, art, storytelling, history, drum making, drumming, language, traditions and traditional ways, traditional teachings and oral narrative
- Goal of Developing Cultural Understanding and Tolerance, Intergenerational Connections and Community Building
- Language Preservation Archive of the Native Indigenous People – Collaboration Project
- Collaborate with Temagami First Nations for Indigenous Programs and Interest

All of the programming listed has the potential for varying levels of Income and Revenue Sources, from being offered for free or minimal cost to current market values depending on the event or

program proposed. Each category has elements that have Grant Funding available and a strong likely hood of Qualifying for these Funds. Some of the Funding available is ongoing and geared to long term projects and creating the Cultural Centre we envision. Trillium Funding may also be available for the launching of this project with ongoing Funding available in other Trillium Funding streams to operate and grow the venture. The Ontario Arts Council and other Granting Bodies have Operational Funds available as well. Generated Revenue would be used in conjunction with any Grant Funds received to sustain and further develop the Cultural Centre in becoming Self-Sustaining.

- **How does the organization support the vision of having this space a focal point of the Community?**

Living Temagami is committed to the preservation of the Train Station and in strengthening its place as the focal point of the Community. It is already well established as being the focal point of the town itself. We as a Community are lucky to have retained such a significant and historical piece of our town history, when many others have lost or had to sacrifice similar buildings. A Cultural Centre with strong and desirable programming and a variety of interesting and well executed events will increase the focus of the Community on the Train Station and create a destination place that will draw the Community into its architectural space. By providing a venue for people to share interests, share their ideas and express their creativity, share their heritage, learn about themselves and others, there can be no other outcome except to create a Community within and connection between the building and the greater Community itself.

4. Financials

- **Please provide your organization's most recent financial statements**

Living Temagami has no financial statements available

Living Temagami is proposing, in the beginning, a Pilot Project for a Cultural Centre that will operate for the remainder of the fiscal year. This time would be used to develop the programming and gain Funding to support the initiatives we have outlined and if viable could proceed as an ongoing venture. The Pilot Project would then be evaluated and if the potential for viability exists it will continue in operation; and as Funding is secured and programming generates income the goal would be to become a self-sufficient and self-sustaining enterprise. The Pilot Project would require the Municipality to support the use of the building free of expense while funding and income is

developed and then re-evaluated every 6 months as needed. If the Pilot Project is viable and as income is generated or appropriate Grants obtained it would be used to offset operating expenses, rent and utilities etc. so the expenses presently covered by the Municipality would decrease or become non-existent. Insurance coverage will be required for the duration we will have the use of the Train Station and we are looking into the coverage and options available.

Estimated Proposed Monthly Budget – Example Only Not for the Pilot Project

Estimated Income		**Estimated Fixed Expenses**	
Sales percentage	$ 50.00	Hydro/Heat	$ 600.00
Workshops	$200.00	Water/Sewer	$ 50.00
Studio Space rent	$ 50.00	Rent	$ 800.00
Events	$300.00	Insurance	$ 100.00
Grants	$200.00	Phone/Internet	$ 75.00
Fund Raising	$ 50.00	**Sub Total**	**$1,625.00**
Museum	$ 25.00	LT Contribution	**$ 675.00**
Total	**$875.00**	Municipal Contribution	**$ 950.00**
Minus Expenses	**$200.00**		
TAC Contribution	**$675.00**		

The above budget is to demonstrate the revenue streams and how they would be used to offset expenses currently paid by the Municipality, or required items, such as insurance, by the organization to be in operation. Actual figures are unknown and require further development currently being completed. They can be made available should the Living Temagam Heritage & Cultural Centre Pilot Project expression of interest be accepted. The budget will also be affected by the presence of the Chamber of Commerce in the shared space. If the Chamber is sharing the space joint use of the phone and internet would be possible and cleaning and supplies would have to be negotiated for the building.

Hours of operation and staffing would depend on several factors and information that is not finalized. Factors include the presence of the Chamber and their staffing abilities and the availability of members based on the needed hours of staffing. Several options for additional staff could include working with several Colleges and Universities in developing an internship program that could be a work experience or Artist in Residence with an assisting in staffing component. This could tie in well with several of the Artists in Business style curriculum offerings. Similar unpaid intern positions may be possible. Artist could be invited to exhibit or be in residence in exchange for staffing assistance. There are Grants available for operating expenses we could obtain.

June 27th, 2017

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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 ☐
☐ _____
☐ _____

Living Temagami Heritage & Culture Centre
P.O. Box 333
Temagami, Ontario, P0H 2H0

Dear Mayor & Council,

The Board of Directors of the newly formed group, Living Temagami Heritage & Culture Centre, are writing this letter to affirm the Expression of Interest submitted by the Temagami Artistic Collective is now the Expression of Interest from the Living Temagami Heritage and Culture Centre. We were key in drafting the Expression of Interest submitted by the Temagami Artistic Collective and are very familiar with the content of the document.

To date we have drafted a Mission, Vision, Values statement, a Mandate, and our Operational By-laws are under development. Volunteer recruitment has begun and our logo is being designed and a website is under construction, these will be followed by a facebook page. Our goals are to secure sponsorship and several grants over the next 6 months. The first grant submitted was for the New Horizons for Seniors Program where we applied for just under $24,000.00 for 2 programs with $4,800.00 of that amount earmarked for rental space fees of the Train Station space for 1 year for the projects submitted. We are working on several corporate sponsorships and donations. We have several events on the table for planning, including Culture Days in September.

Living Temagami is very committed to providing a wide range of events and programming for this community and to make the Temagami Train Station the iconic land mark of this town it deserves to be by making it a vibrant and interesting place to visit, learn, contribute, and interact with other members of the community and beyond.

Living Temagami is planning to have the doors open at the Train Station for Canada Day should your decision be in support of our Expression of Interest. We await your decision.

With regards,

Roxanne St. Germain
John Shymko
Doug Adams
Margaret Youngs
Hugh McKenzie

The Board of Directors
Living Temagami Heritage & Culture Centre

Living Temagami Hertitage & Culture Centre
Updated Expression of Interest for the Temagami Train Station

1. **Organization History**

Living Temagami Heritage & Culture Centre may be a new organization, but the people running this organization are not new to community service and following through on commitments made. Each individual person has a long history of community involvement and support. Each individual person has a long list of successful events and projects they were part of or delivered for other organizations they were members of. Each person has a long history of developing resources and successful fundraising campaigns. Together the people who are Directors on this Board will make a very strong team and do everything in their power to make the Living Temagami Heritage & Culture Centre a success.

- **Mission statement**

Living Temagami ~ Heritage & Culture Centre connects, cultivates and engages community through the arts. Arts and culture are fundamentally linked to quality of life and to the health and wellness of all citizens, shaping identities, fostering life-long learning, promoting creativity and innovation, and engaging citizens across generations.

- **Vision**

Living Temagami ~ Heritage & Culture Centre envisions a vibrant, connected community engaged in discovering, exploring, and creating all art forms. The supportive power of extended family in all its definitions is embraced, as is the belief that the spirit and energy of community, and our participation in it, empowers and transforms. The warmth, enthusiasm, and unity of our cultural hub echo throughout the Temagami area. This serves as an example of the inclusive community making, kinship, and cultural expression that can be created and embraced.

- **Values**

Community ~ Living Temagami is a community driven organization committed to those who live, work, study, and play in the Temagami area. We incubate and provide safe, welcoming access to space, experiences, events, learning, and other resources as a strategy to revitalize community and connect people. We believe in our community and the people in it. We foster belonging, self-expression, interdependence, and engagement.

Heritage & History ~ Living Temagami believes the heritages and histories of all people should be embraced and celebrated. We believe it is very important to be connected to our history and heritage as it influences what we do in the present.

Art & Culture ~ Living Temagami believes the presence of all art forms are essential for a healthy, loving, just community. We believe making, showing, performing and experiencing art, music, dance and all culture should be safe, affordable and accessible to everyone.

Collaboration ~ Living Temagami believes our success is tied to that of our volunteers, artists and artisans of all heritages and other members of the community. Our primary commitment is to support, elevate and engage organizations and individuals in the Temagami and surrounding area. We embrace collaboration, partnerships, programming, and commitment as ways to building community.

Diversity ~ Living Temagami values and celebrates the diverse history, identities and cultures within our community. We embrace an intersectional, multi-issue approach to all art, programming, partnership, inclusion and community building. We will keep a hyper local focus on Temagami while breaking down boundaries and raising awareness throughout communities.

Education ~ Living Temagami believes knowledge and mutual respect are enhanced when we share space, create and learn together. We prioritize providing access to arts, and other education to a community that otherwise lacks such resources within it and/or the schools serving our youth.

Inclusion ~ Living Temagami is committed to participatory decision-making. We value and welcome diverse people, art, culture, heritage, and ideas.

- **Terms of Reference**

The purpose of the Living Temagami - Heritage & Culture Centre is to promote community interest, engagement, appreciation, and education in the arts, culture, heritage, local history, and other areas. We will include art & other exhibitions, education, events, and developing needed resources for other specific community interests.

Mandate: Living Temagami - Heritage & Culture Centre will, consistent with the purpose described above, undertake the following: Develop and deliver program's to promote and engage people with our rich and diverse cultural heritage. This will include art, artisan, craftsman, music, dance, theatre, and other educational workshops, and to embrace our history and diverse heritage. Foster public awareness, recognition, and support for local talent in all arts, heritage, and archival preservation of the history, lore, and language of the Temagami and surrounding area.

Meetings: The Board of Directors will meet a minimum of once per month in accordance with its regular schedule of meetings established by the Board. Special meetings may be held at the call of the Executive Director or by request of other Directors for specific purposes. The meeting rules and procedures will be in accordance with the Standard Accepted Practices such as Robert's Rules of Order.

Membership: The Board of Directors will consist of five (5) members including; One (1) Director of the Board shall be Indigenous; and four (4) other Directors who shall bring a variety of skills and knowledge to compliment the various areas of our mandate and will include men and women. At present all Directors shall be chosen by the sitting Board of Directors. Other Committees may be formed in future to develop specific areas of Living Temagami programming and organizational needs.

2. Statement of Interest and Experience

- **Why is the organization interested in the project?**

Living Temagami Heritage and Culture believes that the Temagami Train Station is a focal point of the town. It is a beautiful building with great potential for the right project and venue to come together and breathe life into what is now an empty shell. We agree with the Municipality's and the taxpayers' desire that the Station be a space that engages the Community, becomes an integral part of the Community and has the ability to draw people to the town to help support the Community. In the recent survey provided to the residents of Temagami regarding what uses they would like to see for the Train Station, both having a gallery and having a museum were at the top of the survey results. In speaking with various people in the Municipality you will find there is a clear desire to have workshops and opportunities to learn, to try new things, to have an organized space and come together to create an atmosphere where they can discuss and exchange ideas and thoughts and create a positive dialogue. They desire a town that can be vibrant and viable as it once was. We intend to provide programming to help fulfill those desires and grow to provide more.

The Temagami Artistic Collective has been mainly focused on the music side of "Artistic" with the inclusion of some cultural programming along the way. They have wanted to expand to include the artists, artisans, photographers, craftsmen, and other creative people in the area for some time and we are confident that now is the right time for this inclusion to begin. When TAC was approached about this project they were very excited and the project was began and this proposal was started. The proposal has been changed to another organization because there was conflict with many of the available grants for TAC's present programming and the proposed programming for the Train Station. The opportunity to use the Train Station as the vehicle to move the representation of artists and a larger cultural community forward and highlight the large and diverse collection of talented people the Temagami area has to offer is still a perfect fit. TAC is in full support of this project. The beauty and architecture of the building will enhance the historical and enduring feel to the space. It will lend a professional look and atmosphere that will augment the programming offered and set the stage for a successful venture. It will put to good use a building that each citizen looks to as a constant in a landscape of change and deteriorating economy. Buildings as rich in history and service as the Temagami Train Station are truly part of the fabric that created the town and helped it endure over the years. There is a strong connection between this building and the people in this town; indeed it is older than all of us. There is a want and desire for the building to have purpose, yet remain accessible; to become self sufficient, yet not be lost; to have a fitting and respectful outcome long deserved. Living Temagami believes we can provide the purpose, increase the accessibility, and strengthen the connection already existing between the Community and the Station to make it a Community Hub, while we work toward becoming self sufficient.

We are willing and hopeful to share the space with the Temagami and District Chamber of Commerce and their operation of the Information Centre. It is a good fit where both organizations' clientele will overlap and be advantageous to both organizations. We have similar interests and desires to be of benefit to the town and the Community, to help strengthen the economy and presence of the town, and to promote what we have to offer. We have been in discussion with the Chamber and have several options in mind as to how the Collaboration could be developed and what compensations could be exchanged or negotiated.

Recent research on available Funding streams and Grant availability has confirmed there is a wide range of options available for assistance with the potential programming we have listed. All of the programs and events are prospective revenue streams and can be fluid and flexible in being offered for free or for a fee as decided based on the needs of the Community and the Collective at the time of the event. We will be actively pursuing all pertinent opportunities for Funding and Collaboration.

- **What is the organization's experience working in the area you are proposing?**

Although the new organization does not have a history of organizing and delivering a wide range of events and programming that TAC has, all of the Board of Director has experience in these areas and have consistently delivered for other organization and have a long list of successes with other organizations. We will serve Living Temagmi with the same drive and commitment.

The Collective has experience in organizing and delivering a multitude of events in a variety of genres. There is a history of Collaboration with other organizations and Community Groups, successful Grant applications and Fund Raising. The Collective is in full support of this project and have made a commitment to offer support and guidance and other help as much as possible. We will be working together and supporting each other in many ways. Living Temagami will be collaborating with other organizations and groups. We have already engaged our network of contacts to discuss areas of the programming we would like to begin with. We have secured offers of website creation, printing at cost, and several free presentations. Our members are educated and experienced in the areas required to make the planned programming a reality. Collectively, we have years of business and entrepreneurial acumen, facility and retail operations and management experience, administration, marketing, teaching, presentation, workshop and curatorial practice. Strengths include program development, event planning, volunteer procurement and management, team building, resource development, Collaboration, and Grant writing. Living Temagami will do an excellent job in offering an excellent repertoire of enjoyment and learning opportunities with the same commitment to accountability, organization, and delivery as provided in the past in our service to other organizations and communities. We are artists, musicians, craftsmen and creative individuals, committed to strengthening our town and our Community for the benefit of all.

3. **Vision for the Project**

- **How does the organization see they will benefit the Community?**

Our goal is to develop the Station into a Community destination by creating a Cultural Center. We will do this by creating a space and programming that will bring people from the Community and beyond together to enjoy the space and events, make new friends, enjoy new experiences, and engage in the learning or enjoyment opportunities we will be offering. People coming to our town may participate in other events, shop, eat, and stay overnight, all boosting the economy and supporting the town. People who have a positive experience will talk with others about what they experienced and enjoyed. They will return again and again.

Revitalizing our downtown area is of vital importance to the attraction of investment, business, and people to our Community. Having a vibrant Cultural Centre in the most important and beautiful historical building in the area will change the view in the downtown core and is a key component in moving the Economic Development of the town forward.

The Municipality has been covering the monthly costs and repairs of the Train Station since 2013. In the Train Station survey the Community was asked for their opinion on selling the Train Station. The majority of the respondents stated they did not want the Train Station sold, but are concerned about the expense burden placed on the taxpayers. The respondents were also very open to a Non Profit/Not for Profit Organization using the Station with some subsidy provided by the Municipality. We believe creating a Cultural Centre at the Train Station in Temagami will benefit the town's people both personally, with the programming and events, and financially through the positive impact and boost to the local economy and the lessening of the financial burden of the building on the Community.

Living Temagami will be looking to develop programming such as

Artist, Artisan, Craftsmen Exhibitions:

- Local and Guest Artist Exhibits & Installation
- Opening Night events and Artist Discussions
- Curated and Themed Exhibits & Displays
- Sales with a percentage retained by the Collective

Artist, Artisan, Craftsmen Talks, Demonstrations, Seminars, Lectures

- Presentation and Discussions about their Creative Process and Works
- Sharing of Skills and Techniques

Documentaries & Cinematic Presentations

- Variety of Subjects and Community Interests presented in an intimate setting followed by Audience Participation in roundtable Discussion or critique

Small Venue Performances

- Guest Musicians with music geared to a smaller venue
- Poetry or Author Readings, perhaps in Collaboration with the Library
- Storytelling
- Performers

Artist in Residence

- Artist in Residence programs with the Artist using the space to Create Work and have times where the Public is allowed to Observe and Engage the artist about their Work
- Artist in the Schools programs

Studio Space

- Studio Space Rental

Art Camp

- Participate in Helping Facilitate the Annual Art Camp by Supplying Space and Collaboration and Volunteer Staff when needed

Music

- Sharing and Performances
- Music Appreciation
- Music and Lyrics
- Music Lessons

Classes & Workshops

- Artistic forms such as Painting and Drawing
- Photography & Videography
- Woodcraft and Wood Carving
- Jewellery making and Beadwork
- Sewing and Crafts
- Ballroom, Line Dancing etc...
- Reiki and other Naturopathic or Health related programs and Lectures
- Specialty programs and areas of interest geared to Seniors and the Retirement Community
- Poetry, Story Writing, Storytelling Workshops possibly in Collaboration with the library

Museum Space for History of Area – Minimal expense for programs

- Dedicated Space for Historical Items to be displayed on a rotating basis to keep it fresh and Interesting. Grey Owl section. We expect minimal expense for this process
- Historic Presentations & Talks by Local People and Guest Speakers
- History Club or regular meeting times for people to Share Stories and Historical Knowledge
- Collaboration with Museums and Historical Agencies for Sharing Exhibits or Special Presentations

Cultural Education & Events

- Participate in the Annual Cultural Days Festival
- Encourage Community Involvement and Interaction by hosting and helping facilitate presentations or discussions of various history, heritage, and cultures, including both native and non-native in the Temagami and broader area focusing on their roots, heritage, and family traditions, and the area of the world from which their families originated.
- Indigenous Programs and Learning Opportunities, such as traditional dance, language, art, storytelling, history, drum making, drumming, language, traditions and traditional ways, traditional teachings and oral narrative
- Goal of Developing Cultural Understanding and Tolerance, Intergenerational Connections and Community Building
- Language Preservation Archive of the Native Indigenous People – Collaboration Project
- Collaborate with Temagami First Nations for Indigenous Programs and Interest

All of the programming listed has the potential for varying levels of Income and Revenue Sources, from being offered for free or minimal cost to current market values depending on the event or

program proposed. Each category has elements that have Grant Funding available and a strong likely hood of Qualifying for these Funds. Some of the Funding available is ongoing and geared to long term projects and creating the Cultural Centre we envision. Trillium Funding may also be available for the launching of this project with ongoing Funding available in other Trillium Funding streams to operate and grow the venture. The Ontario Arts Council and other Granting Bodies have Operational Funds available as well. Generated Revenue would be used in conjunction with any Grant Funds received to sustain and further develop the Cultural Centre in becoming Self-Sustaining.

- **How does the organization support the vision of having this space a focal point of the Community?**

Living Temagami is committed to the preservation of the Train Station and in strengthening its place as the focal point of the Community. It is already well established as being the focal point of the town itself. We as a Community are lucky to have retained such a significant and historical piece of our town history, when many others have lost or had to sacrifice similar buildings. A Cultural Centre with strong and desirable programming and a variety of interesting and well executed events will increase the focus of the Community on the Train Station and create a destination place that will draw the Community into its architectural space. By providing a venue for people to share interests, share their ideas and express their creativity, share their heritage, learn about themselves and others, there can be no other outcome except to create a Community within and connection between the building and the greater Community itself.

4. Financials

- **Please provide your organization's most recent financial statements**

Living Temagami has no financial statements available

Living Temagami is proposing, in the beginning, a Pilot Project for a Cultural Centre that will operate for the remainder of the fiscal year. This time would be used to develop the programming and gain Funding to support the initiatives we have outlined and if viable could proceed as an ongoing venture. The Pilot Project would then be evaluated and if the potential for viability exists it will continue in operation; and as Funding is secured and programming generates income the goal would be to become a self-sufficient and self-sustaining enterprise. The Pilot Project would require the Municipality to support the use of the building free of expense while funding and income is

developed and then re-evaluated every 6 months as needed. If the Pilot Project is viable and as income is generated or appropriate Grants obtained it would be used to offset operating expenses, rent and utilities etc. so the expenses presently covered by the Municipality would decrease or become non-existent. Insurance coverage will be required for the duration we will have the use of the Train Station and we are looking into the coverage and options available.

Estimated Proposed Monthly Budget – Example Only Not for the Pilot Project

Estimated Income		**Estimated Fixed Expenses**	
Sales percentage	$ 50.00	Hydro/Heat	$ 600.00
Workshops	$200.00	Water/Sewer	$ 50.00
Studio Space rent	$ 50.00	Rent	$ 800.00
Events	$300.00	Insurance	$ 100.00
Grants	$200.00	Phone/Internet	$ 75.00
Fund Raising	$ 50.00	**Sub Total**	**$1,625.00**
Museum	$ 25.00	LT Contribution	**$ 675.00**
Total	**$875.00**	Municipal Contribution	**$ 950.00**
Minus Expenses	**$200.00**		
TAC Contribution	**$675.00**		

The above budget is to demonstrate the revenue streams and how they would be used to offset expenses currently paid by the Municipality, or required items, such as insurance, by the organization to be in operation. Actual figures are unknown and require further development currently being completed. They can be made available should the Living Temagam Heritage & Cultural Centre Pilot Project expression of interest be accepted. The budget will also be affected by the presence of the Chamber of Commerce in the shared space. If the Chamber is sharing the space joint use of the phone and internet would be possible and cleaning and supplies would have to be negotiated for the building.

Hours of operation and staffing would depend on several factors and information that is not finalized. Factors include the presence of the Chamber and their staffing abilities and the availability of members based on the needed hours of staffing. Several options for additional staff could include working with several Colleges and Universities in developing an internship program that could be a work experience or Artist in Residence with an assisting in staffing component. This could tie in well with several of the Artists in Business style curriculum offerings. Similar unpaid intern positions may be possible. Artist could be invited to exhibit or be in residence in exchange for staffing assistance. There are Grants available for operating expenses we could obtain.

	Corporation of the Municipality of Temagami **Memorandum to Council**	**Memo No.** 2018-M-055 [x] **Staff** [x] **Committee**
Subject:	Train Station Lease	
Agenda Date:	**September 11, 2018**	
Attachments:	Correspondence from Councillor Burrows	

RECOMMENDATION

This memorandum is:

[x] To be received for information

INFORMATION

Two previous resolutions have been considered and passed as it relates to the train station.

Resolution 16-372 passed on July 21, 2016 stated that the Municipality put out an RFP as soon as possible for a multi-year lease for the Train Station and further that a requirement would be that the lessee would pay the full cost of services so there is no costs to the taxpayers.

Resolution 17-439 passed on June 29, 2017, stated that Council support in principle the Living Temagami expression of interest, with a short term lease, to be prepared and reviewed in November with the Information Centre in the south end of the station.

The lease was presented in draft form in January of this year with a written in amount of $250 per month and lines through the sections related to property taxes and utilities.

The cost of utilities for 2017 attributed to the Train Station were $10,333.47. This is significantly higher than the total of $3,000 offered as rent. On average over the past year and a half, it appears that the monthly utility costs are between $600 and $1500 per month, depending on the month.

While Council could provide new direction related to the costs to the taxpayers, this decision should be made with the pertinent information.

It may be a consideration for Council to request a reasonable rent (based on market conditions) and that the costs for utilities and taxes are in addition to the rental amount and then consider, on request, a contribution to Living Temagami. This would separate the Train Station lease from the Community Contributions approved from time to time by Council.

It should be noted that the decision on if an activity is taxable from a property tax perspective is the role of MPAC. Snack Bars in Arenas and spaces where items are offered for sale are typically considered to be commercial activities and have, in the past, been assessed as such by MPAC.

As well, as of yet, the draft lease is silent as it relates to the Visitor's Centre and use of the space by the Chamber, this appears to be a concern as noted in the letter from Councillor Burrows, which is attached to this report. With a lease established at the reasonable rate noted above, then there could be more control over the use of the building. Until then, if the municipality is covering the majority of the costs then it is the Municipality that should continue to determine how the building is used.

In summary, further direction is required from Council as the previous directions received are inconsistent. To have a draft lease which appears not to include any cost for utilities or possible future taxation does not follow the earlier direction that the Train Station be leased with such terms so it would not be at a cost to the taxpayers.

Prepared by: **Reviewed by:**

Craig Davidson, Treasurer, Administrator
Name, Position Name, Position

11662

August 15, 2018

Mayor and Council

I would like to bring forward the resolution awarding the expression of interest to Living Temagami for clarification on Council's intent when they awarded the EOI.. At the meeting held between myself and Mayor Hunter, Living Temagami and the Chamber of Commerce there was confusion as to who is in authority for the Train Station.

The resolution does not include the Chamber of Commerce it only indicated the Information Center to be moved to the Train Station. Although the Chamber of Commerce has taken responsibility for the Information Center they have also been allowed free space in the building. There is conflicting issues as to who is responsible for the whole building whether it be a maintenance issue, or an event who has the authority to take control.

The students will all be finished in another week and I would like to remind council that the Chamber of Commerce has an agreement with the Municipality to commit to 15 hours a week to having the information center open. This commitment they have not lived up to in the past and with Living Temagami operating an art gallery and other events in the station the doors need to remain open whenever there is someone in the building so everyone can try to promote the art sales to support the artists or for Living Temagami working on projects or events.

Councillor Debby Burrows

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

NO.: 17- 439

DATE: June 29, 2017

MOVED BY: _____

SECONDED BY: _____

BE IT RESOLVED THAT Council receive the correspondence with regard to the Temagami Train Station;

AND FURTHER THAT Council support in principle the Living Temagami expression of interest, with a short term lease to be prepared and reviewed in November and with the Information Centre in the south end of the station.

CARRIED ✓ **AMENDED** _____ **DEFEATED** _____ **DEFERRED** _____

Declaration of Conflict of Interest:

MAYOR: _____

Tammy Lepage

From: Lorie Hunter
Sent: September 4, 2018 3:06 PM
To: Tammy Lepage
Subject: Re: Expression of Interest.

Thanks Tammy.
The Terms of Reference for Standing Committees states that the Chair of the committee makes a recommendation and it be forwarded to Council for the appointment of new members - as the Chair of PAC I am recommending that Susan Olynyk from the Amalgamated Areas and Nicole Brooker from the Lake Temagami neighbourhood be appointed as the two new members of PAC.

Lorie Hunter
Mayor
The Corporation of the Municipality of Temagami
705-569-3421 ext 212
705-948-1000 cell

11620

Petition to Reduce Taxes to Manageable Rate at 6710 and 6714 Hwy 11 Temagami On

To The Treasurer of the Town of Temagami,

6714 known as the Spooner Building

Is unoccupied with no service connection burdening the town. An extensive renovation is currently being planned and considerable money will be invested to establish and attractive viable business for the town of Temagami. We think it practical that the tax be assessed on the mill rate at current value. Taxation for town services should be nil until completion (sewer and water deduction). Also, it would be unwise as an investor in Temagami to not have a clear understanding of the future tax burden of this venture. We have continued to petition the towns people as to the future possibilities of the Spooner building and any input from yourself or council would be greatly appreciated.

6710 know as the Busy Bee

A renovation is underway to rectify the years of neglect to the building. It is our intent to occupy the building as agreed at the time of purchase however, the current tax assessment has been calculated for a restaurant. The planned use of the building will be accommodation for the owner and a storefront to sell their wares. There will be no public use of town services therefore, the burden on the town is one individual. The service portion of the taxes should reflect this planned usage.

We decided on Temagami for several reasons and have had a wonderful experience getting to know the people in town and the town office. You have been exceedingly helpful and generous. We feel for this town, our goal is the same as everyone; to bring these buildings to something we can all be proud of, change the general feel of the area to prosperity and help the downtown revive. This town is a gem, in it's glory it thrived, businesses could afford this tax burden; they will again but it is our opinion that there has to be the ability to prosper. The tax burden is too high. It is well above reasonable taxation in areas like Oakville and Hamilton where the business viability and consumer base is exponentially greater. Absolutely nothing would make us happier to have a thriving business and be able to afford your current assessment, if that comes to pass we would gleefully pay. History shows that has not exactly been the case for these buildings. We are asking for you to invest in us as we invest in Temagami.

A bond has been provided to the town of Temagami of $15000.00 for the Busy Bee and $15000.00 for the Spooner building. We are asking the treasurer to consider releasing the Busy Bee portion of the bond. The bond was requested by the town for assurance that the building would not sit vacant and efforts would be made to improve the building. We are on schedule and those funds would aid in completion of the renovation.

Sincerely,

Brian Peatfield and Jeff Hilts (Four Corners Construction)