

REGULAR MEETING OF COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, TO BE HELD IN THE COUNCIL CHAMBERS, MUNICIPAL ADMINISTRATION COMPLEX, MANITOUWADGE, ONTARIO, ON MONDAY, OCTOBER 23, 2017 AT THE HOUR OF 7:30 P.M.

AGENDA

01 CALL TO ORDER

02 ADDITIONS OR DELETIONS TO AGENDA

03 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

04 APPROVAL OF AGENDA

05 DELEGATIONS AND PRESENTATIONS

06 ADOPTION OF MINUTES OF PREVIOUS MEETINGS

01 Minutes of the Regular Meeting held October 11, 2017.

07 PETITIONS

08 DISBURSEMENTS

01 Statement of Disbursement Sheet No. 2017-16 for \$245,942.84.

09 CORRESPONDENCE

01 Correspondence from Kathryn McGarry, Minister of Natural Resources and Forestry, regarding delegation meeting at the 2017 AMO Conference, dated October 5, 2017

02 Correspondence from Mayor James Diodati, City of Niagara Falls, regarding an invitation to the 65th Annual Ontario Small Urban Municipalities Conference and Trade Show, dated October 5, 2017.

10 REPORTS AND COMMITTEES

- 01** Minutes of Meetings: Manitowadge Public Library Board held September 21st, 2017.

11 VERBAL UPDATE BY MAYOR**12 VERBAL UPDATE BY CAO/CLERK-TREASURER****13 BY-LAWS**

- 01** Rescind By-law No. 2017-21:

Being a By-law to enter into a service agreement with the Ontario Clean Water Agency for a seven year term and to repeal By-law No. 2016-07.

14 BUSINESS

- 01** Report from Nigel Bellchamber for Amberley Gavel Ltd, Integrity Commissioner regarding Complaint dated February 8, 2017.

15 MOTIONS AND NOTICES OF MOTIONS

- 01** Motion submitted by Councillor Dunnill regarding to install a similar flag pole in the same proximity of our current flag poles in front of the Municipal building on behalf of the Association des Francophones du Nord-Ouest de l'Ontario.

16 CLOSED SESSIONS

- 01** -Section 239(2)(c): a proposed or pending acquisition or disposition of land by the municipality or local board.
- 8 Sault Rd.
- 02** -Section 239(2)(d): labour relations or employee negotiations.
- Union Contract
- 03** -Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Divisional Court Update

- 04** -Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
 - Litigation Update

17 BUSINESS ARISING FROM CLOSED SESSION

18 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN THE COUNCIL CHAMBERS, WEDNESDAY, OCTOBER 11, 2017 AT THE HOUR OF 7:00 P.M.

PRESENT: Mayor Andy Major
Councillor Edward Dunnill
Councillor Sheldon Plummer
Councillor Peter Ruel

ABSENT: Councillor Ray Lelievre

STAFF: Joleen Keough, Deputy Clerk
Owen Cranney, CBCO, Fire Chief, CBO, CEMC, Airport Manager
Shawna Patterson, Director of Community Services Intern
Randy Barnes, Public Works Superintendent

PUBLIC: 2

01 CALL TO ORDER

RESOLUTION NO. 2017-277

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

RESOLVED THAT: the Regular Meeting commence at the hour of 7:01 p.m.

CARRIED

02 ADDITIONS OR DELETIONS TO AGENDA

01 Reschedule of Regular Council Meeting dated October 25, 2017.

03 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

04 APPROVAL OF AGENDA

RESOLUTION NO. 2017-278

Moved by: Councillor Dunnill

Seconded by: Councillor Plummer

RESOLVED THAT: the agenda be approved as amended.

CARRIED

05 DELEGATIONS AND PRESENTATIONS

06 ADOPTION OF MINUTES OF PREVIOUS MEETINGS

01 Minutes of the Regular Meeting held September 27, 2017.

RESOLUTION NO. 2017-279

Moved by: Councillor Dunnill

Seconded by: Councillor Ruel

RESOLVED THAT: the Minutes of the Regular Meeting held on September 27, 2017 are adopted as circulated.

CARRIED

07 PETITIONS

08 DISBURSEMENTS

- 01** Statement of Disbursement Sheet No. 2017-15 for \$470,642.39.

RESOLUTION NO. 2017-280

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

RESOLVED THAT: Disbursement Sheet No. 2017-15, Four Hundred and Seventy Thousand, Six Hundred and Forty-Two Dollars and Thirty-Nine Cents (\$470,642.39) as provided to Council for information purposes only.

CARRIED

09 CORRESPONDENCE

- 01** Correspondence from Kathryn McGarry, Minister of Natural Resources and Forestry, dated August 18, 2017.

RESOLUTION NO. 2017-281

Moved by: Councillor Plummer

Seconded by: Councillor Dunnill

RESOLVED THAT: correspondence item 09-01 be received and filed.

CARRIED

10 REPORTS AND COMMITTEES

- 01** Minutes of Meetings: Manitouwadge Municipal Housing Corporation held June 15, 2017.

RESOLUTION NO. 2017-282

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

RESOLVED THAT: the Minutes of Meeting of the Manitouwadge Municipal Housing Corporation meeting held June 15, 2017, be accepted as received.

CARRIED

- 02** Minutes of Meetings: The District of Thunder Bay Social Services Administration Board, regular meeting held July 27, 2017 and closed session held July 27, 2017.

*Statements available at:

<http://www.tbdssab.ca/index.php/administration/minutes/>

RESOLUTION NO. 2017-283

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

RESOLVED THAT: the Minutes of Meeting of the District of Thunder Bay Social Services Administration Board, regular meeting held July 27, 2017 and closed session held July 27, 2017, be accepted as received.

CARRIED

- 03 Administration Report CS2017-11 submitted by Shawna Patterson, Director of Community Services Intern regarding Community Clubhouse Closure, dated October 3, 2017.

RESOLUTION NO. 2017-284

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

RESOLVED THAT: Council is in receipt of Administration Report CS2017-11 submitted by Shawna Patterson, Director of Community Services Intern regarding Community Clubhouse Closure, dated October 3, 2017.

AND BE IT FURTHER RESOLVED THAT: upon conclusion of Council's review and consideration, direct staff as follows:

- 1) Council approve the Clubhouse operating at a minimum during the off season (unplug all appliances, suspend the phone/security system, minimal heat and a small bleeder) and promote it as a rental space to offset the reduced operating costs.

CARRIED

- 04 Administration Report TR2017-07 submitted by Margaret Hartling, CAO/Clerk-Treasurer regarding Trailer Court Leases, dated October 3, 2017.

RESOLUTION NO. 2017-285

Moved by: Councillor Plummer

Seconded by: Councillor Dunnill

RESOLVED THAT: Council is in receipt of Administration Report TR2017-07 submitted by Margaret Hartling, CAO/Clerk-Treasurer regarding Trailer Court leases, dated October 3, 2017.

AND BE IT FURTHER RESOLVED THAT: upon conclusion of Council's review and consideration, direct staff as follows:

- 1) Council approve to impose a 4 month moratorium on the approval of new requests for leasing of a lot in the trailer court.

CARRIED

- 05 Administration Report PW2017-07 submitted by Randy Barnes, Public Works Superintendent regarding Municipal water service valves (curb stop valves), dated September 6, 2017.

RESOLUTION NO. 2017-286

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

RESOLVED THAT: Council is in receipt of Administration Report PW2017-07 submitted by Randy Barnes, Public Works Superintendent regarding Municipal water service valves (curb stop valves), dated September 6, 2017.

AND BE IT FURTHER RESOLVED THAT: upon conclusion of Council's review and consideration, direct staff as follows:

- 1) Council approve the recommended change to Policy No. 2014-01 and that the amended policy be brought back to Council for approval.

| Recorded Vote | FOR | AGAINST |
|-----------------------------|-----|---------|
| Councillor Edward Dunnill | √ | |
| Councillor Raymond Lelievre | | |
| Councillor Sheldon Plummer | √ | |
| Councillor Peter Ruel | √ | |
| Mayor Andy Major | √ | |

CARRIED

11 VERBAL UPDATE BY MAYOR

- 01 Verbal update provided by Mayor.

12 VERBAL UPDATE BY CAO/CLERK-TREASURER

13 BY-LAWS

- 01 **Being a By-law to enter** into a service agreement with the Ontario Clean Water Agency and to repeal By-law No. 2016-07.

Administration Report PW2017-08 submitted by Randy Barnes, Public Works Superintendent regarding Contract with OCWA, dated September 22, 2017.

RESOLUTION NO. 2017-287

Moved by: Councillor Dunnill

Seconded by: Councillor Plummer

Being a By-law to enter into a service agreement with the Ontario Clean Water Agency for a seven year term and to repeal By-law No. 2016-07, be read a third time, passed and numbered as By-law No. 2017-21.

| Recorded Vote | FOR | AGAINST |
|-----------------------------|-----|---------|
| Councillor Edward Dunnill | | √ |
| Councillor Raymond Lelievre | | |
| Councillor Sheldon Plummer | √ | |
| Councillor Peter Ruel | √ | |
| Mayor Andy Major | √ | |

CARRIED

14 BUSINESS

- 01** Memo submitted by Councillor Sheldon Plummer regarding DSSAB Governance and Accountability Review, dated October 3, 2017.

RESOLUTION NO. 2017-288

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

RESOLVED THAT: Council is in receipt of the Memo submitted by Councillor Sheldon Plummer regarding DSSAB Governance and Accountability Review, dated October 3, 2017.

AND BE IT FURTHER RESOLVED THAT: upon conclusion of Council's review and consideration, direct staff as follows:

- 1)** Council approve the document provided by Councillor Sheldon Plummer and Councillor Lelievre for submission to the DSSAB.

CARRIED

- 02** Notice from the Government of Ontario for Ministers' and Parliamentary Assistants Delegations at the 2018 ROMA Conference, January 21 – January 23, 2018 in Toronto, Ontario.

RESOLUTION NO. 2017-289

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

WHEREAS: a delegation request has been requested for 2018 ROMA Conference.

RESOLVED THAT: Council requests the following delegations:

- Minister of Health in consultation with Santé Manitouwadge Health.
- Minister of Municipal Affairs regarding 25 million dollar grant allocation.

CARRIED

- 03** Reschedule of Regular Council Meeting dated October 25, 2017.

RESOLUTION NO. 2017-290

Moved by: Councillor Dunnill

Seconded by: Councillor Plummer

RESOLVED THAT: Council reschedule the Regular Council Meeting from October 25, 2017 to October 23, 2017 at 7:30 p.m.

CARRIED**15 MOTIONS AND NOTICES OF MOTIONS**

- 01** Notice of Motion submitted by Councillor Dunnill regarding to install a similar flag pole in the same proximity of our current flag poles in front of the Municipal building on behalf of the Association des Francophones du Nord-Ouest de l'Ontario

16 CLOSED SESSIONS

17 BUSINESS ARISING FROM CLOSED SESSION

18 ADJOURNMENT

RESOLUTION NO. 2017-291

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

RESOLVED THAT: the Regular Meeting adjourn at the hour of 8:02 p.m.

CARRIED

Mayor Andy Major

Joleen Keough, Deputy Clerk



AGENDA
Item No. 08-01
Meeting Date: 28 / 10 / 17
 D / M / Y

The Corporation of the
TOWNSHIP OF MANITOUWADGE
Manitouwadge, Ontario
P0T 2C0

STATEMENT OF DISBURSEMENTS

| | |
|---------------------------------------|-----------------------------|
| DISBURSEMENT SHEET NO. <u>2017-16</u> | FOR THE PERIOD |
| ENDING <u>October 20, 2017</u> | |
| PAYROLL | \$ <u>67,483.60</u> |
| REGULAR CHEQUES | \$ <u>178,459.24</u> |
| VOID CHEQUES | \$ <u>0.00</u> |
| TOTAL | \$ <u>245,942.84</u> |

M. Hartling
CAO/CLERK - TREASURER

MAYOR

APPROVED BY RESOLUTION NO. _____

MEETING OF COUNCIL HELD _____

CAO/CLERK - TREASURER

ACTING DEPUTY CLERK

Cheque Register-Summary-Bank



Vendor : 1143301 To ZOTTE01
 Cheque Dt. 06-Oct-2017 To 18-Oct-2017
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

| Cheque # | Cheque Date | Vendor | Vendor Name | Status | Batch | Medium | Amount |
|----------|-------------|------------|----------------------------------|--------|-------|--------|-----------|
| 9407 | 12-Oct-2017 | BARNE03 | BARNES, RANDY | Issued | 282 | C | 854.00 |
| 9408 | 12-Oct-2017 | BIERW01 | BIERWORTH, ELIZABETH | Issued | 282 | C | 1,418.50 |
| 9409 | 12-Oct-2017 | CRANN01 | CRANNEY, OWEN | Issued | 282 | C | 1,359.12 |
| 9410 | 12-Oct-2017 | GASCO01 | GASCON, RAYMOND JOHN | Issued | 282 | C | 380.05 |
| 9411 | 12-Oct-2017 | HYDRO04 | HYDRO ONE NETWORKS INC. | Issued | 282 | C | 3,492.80 |
| 9412 | 12-Oct-2017 | RECEI01 | RECEIVER GENERAL | Issued | 282 | C | 16,031.32 |
| 9413 | 18-Oct-2017 | AMCTO03 | AMCTO | Issued | 292 | C | 775.46 |
| 9414 | 18-Oct-2017 | BELLC02 | BELL CANADA | Issued | 292 | C | 2,467.13 |
| 9415 | 18-Oct-2017 | BELLC04 | BELL CANADA | Issued | 292 | C | 171.77 |
| 9416 | 18-Oct-2017 | BLRED01 | B&L REDDICK | Issued | 292 | C | 1,508.94 |
| 9417 | 18-Oct-2017 | BLRED01 | B&L REDDICK | Issued | 292 | C | 355.95 |
| 9418 | 18-Oct-2017 | BLUEW01 | BLUEWAVE ENERGY | Issued | 292 | C | 359.95 |
| 9419 | 18-Oct-2017 | BOBSD01 | BOB'S DELIVERY SERVICE | Issued | 292 | C | 22.60 |
| 9420 | 18-Oct-2017 | BUSET01 | BUSET & PARTNERS LLP | Issued | 292 | C | 567.83 |
| 9421 | 18-Oct-2017 | CALGA01 | CANWEST PROPANE | Issued | 292 | C | 2,152.21 |
| 9422 | 18-Oct-2017 | CCPOU01 | MAXIM TRUCK & TRAILER | Issued | 292 | C | 846.12 |
| 9423 | 18-Oct-2017 | CIMCO01 | CIMCO REFRIGERATION | Issued | 292 | C | 4,340.82 |
| 9424 | 18-Oct-2017 | COMPL01 | COMPLETE TURF EQUIPMENT LTD. | Issued | 292 | C | 329.62 |
| 9425 | 18-Oct-2017 | COURT01 | COURTESY FREIGHT SYSTEMS LTD. | Issued | 292 | C | 158.70 |
| 9426 | 18-Oct-2017 | DUNNI01 | DUNNILL, EDWARD | Issued | 292 | C | 400.00 |
| 9427 | 18-Oct-2017 | EMBES01 | EMBESAN, VICTORIA | Issued | 292 | C | 3,000.00 |
| 9428 | 18-Oct-2017 | EMCOC01 | EMCO CORP./WESTERN SUPPLIES | Issued | 292 | C | 386.46 |
| 9429 | 18-Oct-2017 | EVENS01 | EVEN-SPRAY & CHEMICALS LTD. | Issued | 292 | C | 477.44 |
| 9430 | 18-Oct-2017 | FONTA01 | FONTAINE, RAYMOND | Issued | 292 | C | 240.00 |
| 9431 | 18-Oct-2017 | FOUNT02 | FOUNTAIN TIRE (MARATHON) | Issued | 292 | C | 441.90 |
| 9432 | 18-Oct-2017 | FRIEN01 | FRIENDS BAKERY & COFFEE SHOP | Issued | 292 | C | 10.85 |
| 9433 | 18-Oct-2017 | GIRAV01 | GIRARD, VIVIEN | Issued | 292 | C | 461.00 |
| 9434 | 18-Oct-2017 | GRANT02 | GRANT THORNTON LLP | Issued | 292 | C | 8,368.18 |
| 9435 | 18-Oct-2017 | HARTL01 | HARTLING, MARGARET | Issued | 292 | C | 2,972.41 |
| 9436 | 18-Oct-2017 | HOODL01 | HOOD EQUIPMENT CANADA INC. | Issued | 292 | C | 468.77 |
| 9437 | 18-Oct-2017 | HYDRO04 | HYDRO ONE NETWORKS INC. | Issued | 292 | C | 6,669.75 |
| 9438 | 18-Oct-2017 | INDIG01 | INDIGO BOOKS & MUSIC INC. | Issued | 292 | C | 83.83 |
| 9439 | 18-Oct-2017 | JACKT01 | JACK THE BOOKMAN LTD. | Issued | 292 | C | 404.01 |
| 9440 | 18-Oct-2017 | KGSGR01 | KGS GROUP | Issued | 292 | C | 5,545.11 |
| 9441 | 18-Oct-2017 | LIDST01 | LIDSTER, JAMES | Issued | 292 | C | 337.07 |
| 9442 | 18-Oct-2017 | LOCKE01 | LOCKE, FAYE | Issued | 292 | C | 240.00 |
| 9443 | 18-Oct-2017 | MANWO01 | MANWOOD HOME & BUILDING SUPPLIES | Issued | 292 | C | 1,042.26 |
| 9444 | 18-Oct-2017 | MANWO01 | MANWOOD HOME & BUILDING SUPPLIES | Issued | 292 | C | 1,157.12 |
| 9445 | 18-Oct-2017 | MANWO01 | MANWOOD HOME & BUILDING SUPPLIES | Issued | 292 | C | 493.01 |
| 9446 | 18-Oct-2017 | MINIS04 | MINISTER OF FINANCE | Issued | 292 | C | 37,983.00 |
| 9447 | 18-Oct-2017 | MORIN01 | MORIN AUTO | Issued | 292 | C | 4,024.63 |
| 9448 | 18-Oct-2017 | MPAC01 | MPAC | Issued | 292 | C | 6,631.70 |
| 9449 | 18-Oct-2017 | NORTH14 | NORTH SUPERIOR BROADCASTING LTD. | Issued | 292 | C | 371.66 |
| 9450 | 18-Oct-2017 | NORTH24 | NORTHSHORE TRACTOR LTD. | Issued | 292 | C | 235.44 |
| 9451 | 18-Oct-2017 | NORWE01 | NORWEST PEST CONTROL | Issued | 292 | C | 27.12 |
| 9452 | 18-Oct-2017 | ONTAR01 | ONTARIO CLEAN WATER AGENCY | Issued | 292 | C | 43,861.55 |
| 9453 | 18-Oct-2017 | PATIF01 | PATIFF ENTERPRISES INC. | Issued | 292 | C | 1,602.39 |
| 9454 | 18-Oct-2017 | PITNE02 | PITNEY BOWES LEASING | Issued | 292 | C | 764.66 |
| 9455 | 18-Oct-2017 | PUROL01 | PUROLATOR INC. | Issued | 292 | C | 40.02 |
| 9456 | 18-Oct-2017 | ROUSS01 | ROUSSELLE'S VALU-MART | Issued | 292 | C | 229.51 |
| 9457 | 18-Oct-2017 | SAUND01 | SAUNDERS BOOK COMPANY | Issued | 292 | C | 7.01 |
| 9458 | 18-Oct-2017 | SHAWC01 | SHAW CABLESYSTEMS G.P. | Issued | 292 | C | 303.17 |
| 9459 | 18-Oct-2017 | SINCL01 | SINCLAIR, JENNY | Issued | 292 | C | 3,000.00 |
| 9460 | 18-Oct-2017 | STMP000010 | CADIEUX, MATTHEW JAMES | Issued | 292 | C | 3.65 |

TOWNSHIP OF MANITOUWADGE
Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Oct 19, 2017

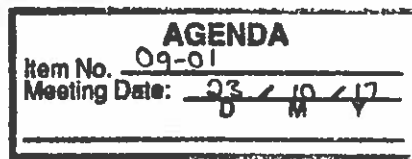
Time : 8:15 am

Vendor : 1143301 To ZOTTE01
 Cheque Dt. 06-Oct-2017 To 18-Oct-2017
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

| Cheque # | Cheque Date | Vendor | Vendor Name | Status | Batch | Medium | Amount |
|------------------------------|-------------|--------------------------|--|--------|-------------|--------------------------------|----------|
| Bank : 1 | | GENERAL OPERATING | | | | | |
| 9461 | 18-Oct-2017 | SULLB01 | SULLIVAN, BRANDON LEO AND SULLIVAN, CI | Issued | 292 | C | 1,174.57 |
| 9462 | 18-Oct-2017 | VIPON01 | VIPOND INC. | Issued | 292 | C | 355.95 |
| 9463 | 18-Oct-2017 | WARRE01 | WARREN, REENE | Issued | 292 | C | 95.94 |
| 9464 | 18-Oct-2017 | WEILE01 | WEILER MALONEY NELSON | Issued | 292 | C | 6,767.04 |
| 9465 | 18-Oct-2017 | WILSO01 | WILSON'S | Issued | 292 | C | 188.17 |
| Total Computer Paid : | | 178,459.24 | Total EFT PAP : | | 0.00 | Total Paid : 178,459.24 | |
| Total Manually Paid : | | 0.00 | Total EFT File : | | 0.00 | | |

59 Total No. Of Cheque(s) ...



MNR6446MC-2017-1692

OCT 05 2017

His Worship Andy Major
Mayor
Township of Manitouwadge
1 Mississauga Drive
Manitouwadge ON P0T 2C0

Dear Mayor Major:

It was a pleasure to meet with your delegation at the 2017 Association of Municipalities of Ontario Conference. Your municipality expressed concerns regarding an expired Land Use Permit (LUP) for Crown land within the municipal boundary of the Township of Manitouwadge. I am pleased to provide you with an update.

During the delegation I listened to your concerns and heard that your community feels that the Ministry of Natural Resources and Forestry (MNRF) is not taking action to resolve the issue of the expired LUP in a timely fashion. As well, the Township stated that there are people interested in taking over the LUP and transforming the area back into a viable business which, in turn, would be of economic benefit to the Township.

In the days following our meeting at AMO, ministry staff visited the site to conduct a compliance inspection. A 60-day notice was posted at the premises subject to the *Public Lands Act* and a conservation officer also delivered a letter to the former LUP holder instructing the removal of improvements from the premises and restoring the site to a clean and safe condition. In addition, two "no camping" signs were posted at the site on either side of the road to prevent further camping at this location. I assure you that Wawa District staff will be monitoring the situation closely and keeping you informed of progress along the way.

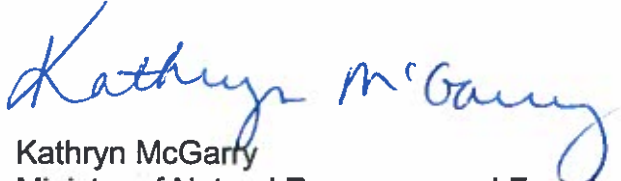
I am encouraged that the Wawa District Manager met with you and your staff on August 30, 2017 and that there was a positive discussion regarding your concerns and interests. I assure you that my ministry remains committed to undertaking an open and transparent disposition process for this site. We will consult with the Township during the review process and prior to any final approval for disposition.

Previously, the Township asked MNRF to explore whether or not the Township or an individual could pay the outstanding fees on behalf of the LUP holder. As noted before, if the Township or an individual were to pay the outstanding fees on behalf of the LUP holder, the ministry would not guarantee the Township or the individual that a new LUP for this site would be issued, or that the payee would be entitled to ownership of the improvements. Regardless of who pays the outstanding fees, the ministry would still be obligated to undertake an open and transparent disposition process as noted above.

I encourage you to continue working with John Peluch, Wawa District Manager, regarding your interests. He can be reached at john.peluch@ontario.ca or 705-856-4703.

Thank you again for meeting and I look forward to working with you into the future.

Best,



Kathryn McGarry
Minister of Natural Resources and Forestry

c: Corrinne Nelson, Regional Director, Northeast Region
John Peluch, District Manager, Wawa District

Mayor Jim Diodati



City Hall
4310 Queen Street
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Niagara Falls, ON L2E 6X5
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Tel (905) 356-7521 Ext. 4201
Fax (905) 374-3357
jdiodati@niagarafalls.ca

October 5, 2017

Dear Delegate(s):

On behalf of the City of Niagara Falls, I extend a warm welcome to you and cordially invite you to join us, May 2-4, 2018 for the 65th Annual Ontario Small Urban Municipalities Conference & Trade Show.

I know that the OSUM Conference Planning Committee is working to insure that matters affecting the small urban communities of Ontario are addressed and given the attention and support needed so that, through consultation with the provincial and federal governments, we can build stronger and more vibrant communities.

Niagara is well-known throughout the province for its tourism industry, its beautiful parks and amenities, both natural and man-made; world class wineries, accommodations, restaurants and entertainment. We are one of 12 municipalities comprising the Niagara Region, with a residential population of 86,000, offering a unique powerhouse of diversity to its residents, businesses, and 15+ million annual visitors.

In addition to tourism, Niagara Falls is also a sought after strategic location for businesses because of its proximity to the United States via the Rainbow, Whirlpool, and Queenston-Lewiston bridges, three major airports as well as the metropolitan areas of Toronto and Hamilton.

Thank you for the opportunity to tell you just a little about Niagara Falls. As Mayor of the host community for the 2018 OSUM Conference & Trade Show, and on behalf of City Council, I hope your plans include joining us in Niagara Falls for an incredibly good time and a great learning and networking opportunity. To register, visit OSUM.ca for details.

See you in Niagara Falls – May 2 to 4, 2018!

Yours truly,

Mayor James M. Diodati



Manitouwadge Public Library Board
Thursday September 21, 2017, 6:30pm
Meeting Room #1
Minutes

| | |
|-----------------------------------|-------|
| AGENDA | |
| Item No. <u>10-01</u> | |
| Meeting Date: <u>23 / 10 / 17</u> | |
| | D M Y |

Present: Connie Hunter, Tara Ruel, Helen Goodwin, and Beth Bierworth (CEO)
Absent: Ray Lelievre (Council Representative)

- 1) Call to Order at 6:30pm.
- 2) Declaration of Interest - None
- 3) Adoption of the agenda for the September 21, 2017 meeting.
Motion #29-2017
That the Manitouwadge Public Library Board accept the agenda for the September 21, 2017 Board meeting.
Moved by: Helen Goodwin
Seconded by: Tara Ruel
Passed
- 4) Adoption of the minutes of the previous meeting on June 20, 2017
Motion #30-2017
That the Manitouwadge Public Library Board accept the open session minutes from the meeting held on June 20, 2017
Moved by: Tara Ruel
Seconded by: Helen Goodwin
Passed
- 5) Business arising from the minutes
 - a) Review of Draft Procedural By-Laws
Motion #31-2017
That the Manitouwadge Public Library Board recinds By-Laws: Byl-1 through Byl-18.
Moved by: Tara Ruel
Seconded by: Helen Goodwin
Passed

Motion #32-2017
That the Manitouwadge Public Library Board passes By-Law #1 through By-Law #5
Moved by: Tara Ruel
Seconded by: Helen Goodwin
Passed
- 6) Financial Report
 - a) Trial Balance from Township was reviewed
- 7) Correspondence
 - a) Email from Rod Sawyer, Ministry of Tourism Culture and Sport, confirming receipt of the 2016 Annual Survey.
 - b) Letter from Cathy Drapeau regarding resignation from Library Board

8) CEO's report

- a) Training - Beth has successfully completed EXCEL 02 - Basic Library Management and has registered for EXCEL 04 – Information Services starting in October. Beth has registered to attend OLS-N Conference September 26-28th in Sudbury. She has also completed a webinar on Outcome Measurements.
- b) Programming –
 - i) Best Start – We offered Story Time on Thursday mornings during the summer while Best Start was closed. We also partnered with them during the month of August participating in their Wednesday morning programming at the beach
 - ii) Summer Programming – We had 46 people sign up for the TD Summer Reading Program and of the 17 logs that were submitted we read 390 books as a whole. Over the summer we ran afternoon craft and story time, including two Library in the Park days. We also offered teen programming every other Tuesday evening, adult programming every other Wednesday evening and movies on Thursdays and Saturdays. Our most popular programming was water colour mugs which was offered three times over the summer for both adults, teens and children. We utilized our movie licence to show Diary of a Wimpy Kid: Long Haul and had 27 people attend between our two showings. We also offered a story book walk over the September long weekend which was again met with appreciation
 - iii) Adult Book Club – June – The Light Between the Oceans by M. L. Stedman; July – The 100 Year Old Man Who Jumped Out the Window and Disappeared by Jonas Jonasson; August – Water For Elephants by Sarah Gruen; September Lion by Saroo Brierley.
 - iv) Author Spotlight – Kim Casey, author of Thunder Bay District's True Murder Investigations 1885-2016, joined us on September 6th and shared her book with 14 people who came to hear her presentation.
- c) Upcoming events – Jewellery Making with Charleen will be running again. A three week program will be beginning September 12th.

9) Motion to move "In-Camera"

a) Motion #33-2017

That the Manitouwadge Public Library Board move "in-camera" at 7:30 pm to discuss

- a) Personal matters about an identifiable individual – Pubic Libraries Act R.S.O. Chapter P.44 16.1 (4)(b); and
- b) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Pubic Libraries Act R.S.O. Chapter P.44 16.1 (4)(f).

Moved by: Helen Goodwin

Seconded by: Tara Ruel

Passed

10) Motion to return to "Open Session"

a) Motion #34-2017

That the Manitouwadge Public Library Board return to Open Session at 8:07 pm.

Moved by: Helen Goodwin

Seconded by: Tara Ruel

Passed

Motion #35-2017

That the Manitouwadge Public Library Board will follow the direction from Closed Session Motion #3-2017.

Moved by: Tara Ruel

Seconded by: Helen Goodwin

Passed

11) New Business:

- a) Open Board Position – The Township has received Cathy Drapeau's letter of resignation and is accepting applications for the vacancy.

b) Update on library funding:

- i) Connectivity – We have received confirmation that the Connectivity funding will be provided for this year. Beth has submitted the necessary documents and funding will be sent out this fall
- ii) Improving Library Digital Services Grant (ILDS) – Beth has received confirmation that our library is eligible for funding under this new grant and has submitted necessary documentation. Beth will present a proposal for these funds to the board for approval.
- iii) Service Ontario Funding – The library has been approved for funding from Service Ontario
- iv) NWMO is meeting to discuss their Education and Skills funding and we will be hearing shortly whether they are able to assist the library in purchasing some robotics. Beth will keep the board informed of their decision.

12) Business from the floor

- a) Beth presented a new letterhead format with the mission statement tag included for board approval
- b) Manon has prepared a draft for the library banner we would like to purchase. The draft has been emailed to the board for comment and upon final approval we will have Manon prepare the finished product
- c) Beth is in the process of completing the application for the Public Library Operating Grant and will be uploading the required documents for same.

13) Continuing Business:

- a) Long Term Goals – Connie and Beth, as the Policy Committee, will continue to work through the Governance Policies and present any revisions.
- b) Board development – Tara has compiled the data from the surveys that the board completed and next month we will review same and use that information to create a plan for further board development and training.
- c) Policy Review: See 5 (a).

14) Next meeting: Tuesday October 17, 2017 at 6:30pm.

15) Notice of adjournment

Motion #36-2017:

That the Manitowadge Public Library Board adjourns at 8:33pm.

Moved by: Helen Goodwin

Seconded by: Tara Ruel

Passed



Connie Hunter
Board Chair



THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2017-21

Being a By-Law to enter into a service agreement
with Ontario Clean Water Agency, ^{for a seven year term} and to repeal
By-Law No. 2016-07

WHEREAS Section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the economic, social and environment well-being of the municipality;

AND WHEREAS it is considered desirable to enter into a service agreement with Ontario Clean Water Agency, in the form attached hereto as Appendix "A".

NOW THEREFORE the Council of The Corporation of the Township of Manitouwadge enacts as follows:

1. That the Corporation of the Township of Manitouwadge hereby enters into a service agreement, the original of which is attached hereto and marked as Appendix "A" to this by-law.
2. That the Mayor and the CAO/Clerk-Treasurer are hereby authorized to sign this by-law and to affix the corporate seal thereto.
3. That by-law 2016-07 is hereby repealed.
4. This by-law shall come into force and take effect on January 1, 2018.

READ A 1ST AND 2ND TIME this 11th day of October, 2017 and

READ A THIRD TIME AND FINALLY ENACTED this 11th day of October, 2017.



Mayor Andy Major

Margaret Hartling, CAO/Clerk-Treasurer

| | |
|---------------|--------------|
| AGENDA | |
| Item No. | 14-01 |
| Meeting Date: | 23 / 10 / 17 |
| | D M Y |

To: The Council of the Corporation of the Township of Manitouwadge

From: Nigel Bellchamber for Amberley Gavel Ltd., Integrity Commissioner for the Township

Subject: Complaint dated February 8, 2017.

Date: October 3, 2017

A complaint was forwarded to us regarding comments by Mayor Major to a member of staff at the Council meeting of January 11, 2017 in open session aggressively challenging the competence of the staff member and the advice that he was giving to Council.

No person in attendance at the time spoke out against this behaviour.

Following that meeting the staff in attendance filed a written complaint with Council dated January 12, 2017 alleging that the Mayor's remarks and method of addressing a member of staff were in violation of the Code of Conduct. And, it alleged that Council was complicit when it took no action to stop it.

Council at its meeting of February 8, 2017 forwarded it to us for our review.

Our first reaction was to request a conference call with all of Council in open session, and the call was held on February 22, 2017 and lasted for approximately one hour.

On that call, we pointed out that it is the responsibility of the Chair and the Council at a meeting to maintain proper decorum. This responsibility is almost invariably noted in municipal procedure by-laws and the Manitouwadge By-law is no exception.

The Manitouwadge Procedure By-law also provides for a process to address a situation when a member does not believe that the Chair is maintaining proper decorum, as was allegedly the case in the meeting that is subject of this complaint. The procedure also applies if the member believes that the Chair has incorrectly exercised his authority.

This procedure is known as rising on or raising a point of order. Essentially the member interrupts the proceedings, and brings the Chair and members attention to the section of the procedure bylaw that is not being adhered to in the meeting.

When a member rises on a point of order, the Chair acknowledges him or her, listens to their point, and then rules on the point of order. If the member is unsatisfied with that ruling, he or she can appeal it and the Chair will immediately put it to a vote of the full Council as to whether or not the ruling of the Chair will be upheld.

The decision of Council is final.

Following that call the Mayor offered a general apology to the members of staff and Council who were at the meeting in question. Council could have withdrawn the complaint after that apology but did not. We delayed further action, hoping that the Mayor and Council would improve their behaviour following the training.

This complaint/request for an investigation highlights a problem with most codes of conduct. Not all provide an opportunity where it is a valid complaint to settle the complaint without the Commissioner issuing a finding. As a result, there is often seen as a “winner” and a “loser” as a result of the report. This does not usually result in improved relations at the Council table where a complaint is by one member against another, or filed by a majority vote of Council against one of its members.

This will likely turn out to be one of those situations although there may be a slight opportunity for it not to be.

The original apology was not accepted by most. That is because it was a blanket apology of the type “If any of you were offended by my remarks.....”

To be effective it is well accepted that in offering an apology that you should:

- Acknowledge what you did was wrong
- Accept responsibility for your action
- Make attempts to atone for the wrong you committed
- Give assurances that the transgression will not happen again

I spoke with Mayor Major recently and suggested that if he were to make a sincere apology in person to each individual in attendance at the meeting in question that I would not recommend any penalty be imposed by Council.

His initial reaction was that the person he spoke inappropriately to is no longer employed by the municipality, that he had offered a blanket apology, and that anyway, there are a lot of “sharp words” exchanged at every Council meeting these days.

The fact that the person is no longer employed by the Township is of no consequence. The rest of the staff members that were in attendance are.

Staff are in a different position than council members. They cannot raise a point of order. When criticism is directed at them they have little or no means to defend themselves at a meeting of Council. The maxim “Praise in public, criticize in private” should be observed by elected officials if they wish to maintain the respect of their staff. Even if an individual is not the target of the comments, the public criticism of a colleague instills unwarranted distress.

And a blanket apology, particularly one that places the responsibility on the individual who is hurt is not a sincere apology.

As for ongoing sharp words at Council, one wrong does not condone another. Council members as individuals should be alert to failure to maintain proper standards of decorum and be prepared to call their colleagues out on it, using the procedural tools at their disposal as outlined above.

Findings and Recommendations

Mayor Major did breach the Code of Conduct in his comments at the meeting. The breach was a combination of what he said and how he said it. He admitted doing so when he offered an inadequate apology to some of those present at a later date.

The apology made was insufficient.

Council has the tools in its Procedure By-law to control the kind of language referred to as “sharp words”. Failure to maintain civility in Council meetings inevitably leads to feelings of ill will when nothing is done about the incivility. And then it ultimately results in added formal complaints regarding breaches of Codes of Conduct.

Council members can disagree agreeably. All members do not have to think alike but they are expected to behave alike. And everyone at a Council meeting should be treated in a respectful manner. Every member of Council should be prepared to act when needed.

Council should, by way of resolution, at the meeting where this report is received, adopt a resolution apologizing to the staff in attendance at the January 11th meeting for its collective inaction in not speaking up when the breach that is the subject of this complaint took place.

There is still an opportunity in our opinion for Mayor Major to make proper individual apologies. This action has been suggested to him and his initial reaction to us was to decline. We responded suggesting he reconsider that decision.

We recommend that Council give him an opportunity to do so between receipt of this report and its next meeting.

If by that time the apologies have not been forthcoming, we recommend that his pay be suspended for the equivalent of 30 days.

Nigel Bellchamber

Amberley Gavel Ltd.

AGENDA
Item No. 15-01
Meeting Date: 11 / 10 / 17

NOTICE OF MOTION FORM

AGENDA
Item No. 15-01
Meeting Date: 23 / 10 / 17
(please print) M Y

Member of Council Ed Dunnill

Hereby files a Notice of Motion to be included on the Agenda of the Regular meeting of Council, which is scheduled to be held on:

October 11, 2017, under the following Agenda Heading:

Subject:

To install a similar flag pole in the same proximity of our current flag poles in front of the Municipal building on behalf of the Association des francophones du Nord-Ouest de l'Ontario.

And,

Which Notice of Motion reads as follows:

I move that Council instruct our CAO/Clerk-Treasurer to obtain information for costs to purchase and install a similar flag pole in the same proximity of our current flag poles in front of the Municipal building.

AND FURTHER THAT:

This information is to be brought back to Council on, or before, December 13, 2017 for discussion and consideration.

Member of Council: *Ed Dunnill*, (signature)

Date: 15 / September / 2017

CLERK'S USE ONLY:
Date Received: Sept 15, 2017
Time Received: 3:10 PM;
Notice of Motion Given, _____, 20__