

**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 WEDNESDAY,  
DECEMBER 14, 2016, AT THE HOUR OF 7:00 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 November 23, 2016**

**07 PETITIONS**

**08 DISBURSEMENTS**

**01 Statement of Disbursement Sheet No. 2017-01 \$ 454,036.59.**

**02 Statement of Disbursement Sheet No, 2017-02 \$**

## 09 CORRESPONDENCE

- 01 John Peluch, District Manager, Ministry of Natural Resources, follow-up to Manitou Campground/Aquatic Range Land Use Permit concerns.
- 02 Mel Willis, President, The Royal Canadian Legion Manitoba/NW Ontario Command, “Military Service Recognition Book,” support request.

## 10 REPORTS AND COMMITTEES

- 01 Minutes of Meeting: The District of Thunder Bay Social Services Administration Board, Regular Meeting No.15/2016 and Closed Session No.16/2016, held October 27, 2016.
- 02 Minutes of Meeting: Thunder Bay District Health Unit held October 19, 2016.
- 03 Minutes of Meeting: Manitouwadge Municipal Housing Corporation held, October 20, 2016.

## 11 BY-LAWS

- 01 **Being a By-law** respecting signing authority and to repeal By-law 2003-15 and By-law 2015-29.

## 12 BUSINESS

- 01 Council’s Schedule for 2017 Regular Meetings inclusive of Acting Mayor Schedule.
- 02 Administration Report No. CS2016-11, submitted by Shawna Patterson, Director of Community Services Intern, regarding the Temporary User Fee Adjustment – Kiwissa Ski Hill.

**AGENDA**

**December 14, 2016**

**03** Administration Report No. CS2016-12, submitted by Shawna Patterson, Director of Community Services Intern, regarding Non-Profit/Sports Group Process Report.

**13 MOTIONS AND NOTICES OF MOTIONS**

**14 CLOSED SESSIONS**

**15 BUSINESS ARISING FROM CLOSED SESSION**

**16 ADJOURNMENT**

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**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN THE COUNCIL CHAMBERS NOVEMBER 23, 2016 AT THE HOUR OF 7:00 P.M.**

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

**ABSENT: 0**

**STAFF:** Margaret Hartling, CAO/Clerk-Treasurer  
Ana Castonguay, Deputy-Clerk  
Shawna Patterson, Director of Community Services- Intern

**PUBLIC: 0**

**01 CALL TO ORDER**

**RESOLUTION NO. 2016-337**

Moved by: Councillor Lelievre

Seconded by: Councillor Ruel

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

**CARRIED**

**02 ADDITIONS OR DELETIONS TO AGENDA**

None

**03 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

**04 APPROVAL OF AGENDA**

**RESOLUTION NO. 2016-338**

Moved by: Councillor Plummer

Seconded by: Councillor Lelievre

**RESOLVED THAT:** the agenda be approved as circulated

**CARRIED**

**05 DELEGATIONS AND PRESENTATIONS**

None

**06 ADOPTION OF MINUTES OF PREVIOUS MEETINGS**

**01 Minutes of the Regular Meeting held on November 9, 2016**

**RESOLUTION NO. 2016-339**

Moved by: Councillor Plummer

Seconded by: Councillor Lelievre

**RESOLVED THAT:** the Minutes of the Regular Meeting held on November 9, 2016 are adopted as circulated.

**CARRIED**

**07 PETITIONS**

None

**08 DISBURSEMENTS**

01 Disbursement Sheet No. 2016-16 for \$313,966.68

**RESOLUTION NO. 2016-340**

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

**RESOLVED THAT:** Disbursement Sheet No. 2016-16, Three Hundred and Thirteen Thousand, Nine Hundred and Sixty-Six dollars and Sixty Eight Cents (\$313,966.68) as provided to Council for information purposes only.

**CARRIED**

**09 CORRESPONDENCE**

- 01 Ontario Small Urban Municipalities (OSUM) Conference invitation, Town of The Blue Mountains, May 3 to May 5, 2017. Registration form included.
- 02 Release of the Ontario Municipal Partnership Fund (OMPF) municipal allocations for 2017.
- 03 Manitouwadge General Hospital Recognized for Integrating Health Care Services and recipients of the 2016 Leading Governance Excellence Award during the Health Achieve 2016 Conference.
- 04 2017 OPP Municipal Policing billing and cost recovery general information package.

**RESOLUTION NO. 2016-341**

Moved by: Councillor Lelievre

Seconded by: Councillor Dunnill

**RESOLVED THAT:** correspondence items O9-01 to O9-04 be received and filed.

**AND BE IT FURTHER RESOLVED THAT;** agenda Item(s) 09-02 and 09-03 be returned to Council under New Business for the meeting of November 23, 2016.

**CARRIED**

**10 REPORTS AND COMMITTEES**

- 01 Minutes of Meeting: Manitouwadge Economic Development Corporation held May 19, 2016.

**RESOLUTION NO. 2016-342**

Moved by: Councillor Plummer

Seconded by: Councillor Ruel

**RESOLVED THAT:** the Minutes of Meeting of the Manitowadge Economic Development Corporation held on May 19, 2016, is accepted as received.

**CARRIED**

- 02** Minutes of Meeting: Manitowadge Economic Development Corporation held on September 19, 2016.

**RESOLUTION NO. 2016-343**

Moved by: Councillor Dunnill

Seconded by: Councillor Lelievre

**RESOLVED THAT:** the Minutes of Meeting of the Manitowadge Economic Development Corporation held on September 19, 2016, is accepted as received.

**CARRIED**

- 03** Minutes of Meeting: Manitowadge Public Library Board held Tuesday, October 18, 2016.

**RESOLUTION NO. 2016-344**

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

**RESOLVED THAT:** the Minutes of Meeting of the Manitowadge Public Library Board held Tuesday, October 18, 2016 is accepted as received.

**CARRIED**

**11 BY-LAWS**

- 01** **Being a By-law to authorize a Lease Agreement with Monique Fleurant carrying on business in the business name of Min's Outdoor Catering to provide food services at the Kiwissa Ski Chalet Kitchen for the Corporation of The Township of Manitowadge and Repeal By-law No. 2015-30.**

**RESOLUTION NO. 2016-345**

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

**Being a By-law to authorize a Lease Agreement with Monique Fleurant carrying on business in the business name of Min's Outdoor Catering to provide food services at the Kiwissa Ski Chalet Kitchen for the Corporation of The Township of Manitowadge and Repealing By-law No. 2015-30 be read a first and second time.**

**And furthermore be read a third time, passed and numbered as By-law No. 2016-28**

**CARRIED**

- 02** **Being a By-Law to authorize an Ontario Community Infrastructure Fund – Formula Based Funding Contribution Agreement between The Corporation of the Township of Manitowadge and HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Minister of Agriculture, Food, and Rural Affairs and to repeal By-Law No. 2014-28 and By-Law No. 2015-08.**

**RESOLUTION NO. 2016-346**

Moved by: Councillor Plummer

Seconded by: Councillor Ruel

**Being a By-Law to** authorize an Ontario Community Infrastructure Fund – Formula Based Funding Contribution Agreement between The Corporation of the Township of Manitouwadge and HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Minister of Agriculture, Food, and Rural Affairs and repealing By-Law No. 2014-28 and By-Law No. 2015-08 be read a first and second time.

**And furthermore** be read a third time, passed and numbered as **By-law No. 2016-29**

**CARRIED**

**12 BUSINESS**

- 01** Thunder Bay District Municipal League request for \$500.00 (five-hundred) donation toward 100<sup>th</sup> Anniversary Celebration.

**RESOLUTION NO. 2016-347**

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

**RESOLVED THAT:** \$500.00 (five-hundred) be donated to the Thunder Bay District Municipal League for their 100<sup>th</sup> Anniversary.

**AND BE IT FURTHER RESOLVED THAT:** provision be made in the 2017 budget for this donation.

**CARRIED**

- 02** Northeast (LNG) plans to apply for financial support from the Government of Ontario to construct and operate the OEB (Ontario Energy Board) Natural Gas project.

**RESOLUTION NO. 2016-348**

Moved by: Councillor Plummer

Seconded by: Councillor Dunnill

**WHEREAS** the Government of Ontario has set out a policy goal of ensuring that Ontario consumers in communities that currently do not have access to natural gas are able to share in affordable supplies of natural gas;

**AND WHEREAS** the Government of Ontario has committed to implement the Natural Gas Access Loan program to help communities partner with utilities to extend access to natural gas supplies and the Natural Gas Economic Development Grant to accelerate projects with clear economic development potential;

**AND WHEREAS** the Minister of Energy has asked the Ontario Energy Board (OEB) to examine opportunities to facilitate enhanced access to natural gas for rural and remote communities and businesses in the province, and the OEB has invited parties with the appropriate financial and technical expertise to propose one or more plans for natural gas expansion;

**AND WHEREAS** The Council of The Corporation of the Township of Manitouwadge encourages access to cleaner burning, less expensive natural gas for the homes and businesses within the community; and

**AND WHEREAS** The Township of Manitouwadge and four other North Shore municipalities have each entered into a natural gas Franchise Precedent Agreement with Northeast Midstream LP (“Northeast”) to supply natural gas to the communities (the “Project”);

**AND WHEREAS** Northeast, the Township of Manitouwadge and the four other North Shore communities have concluded a feasibility study with the support of the Northern Ontario Heritage Fund Corporation, and have identified next steps to execute the Project, including securing financing from the Government of Ontario and approvals from the OEB;

**AND WHEREAS** Northeast plans to apply for financial support from the Government of Ontario to construct and operate the Project and regulatory approvals from the OEB for the Project;

**THEREFORE BE IT RESOLVED** that the Township of Manitouwadge express its strong support for Northeast’s efforts to obtain the necessary funding commitment from the Government of Ontario and regulatory approvals from the OEB in order to construct and operate a natural gas distribution system to serve the Town and the four other North Shore communities.

**CARRIED**

- 03** Administration Report No. ADM2016-11, submitted by Margaret Hartling CAO/Clerk-Treasurer regarding awarding Cleaning Contract 2017-A for the Municipal Building, Firehall, Office Building (40 Manitou) and Public Works Building.

**RESOLUTION NO. 2016-349**

Moved by: Councillor Dunnill

Seconded by: Councillor Ruel

**RESOLVED THAT:** council is in receipt of Administration Report No. ADM2016-11, submitted by Margaret Hartling, CAO/Clerk-Treasurer regarding awarding Cleaning Contract 2017-A for the Municipal Building, Firehall, Office Building (40 Manitou) and Public Works Building.

**AND BE IT FURTHER RESOLVED THAT:** after discussion by Council the following option has been chosen.

- Award the cleaning contract 2017-A to Clean Sweep in the amount of \$ 21,120 plus HST for a total cost of \$23,865.60 per annum with further note that should there be a need to increase the level of service at 40 Manitou during the term of that contract, that Clean Sweep can reopen the discussion regarding the fees for only that property.
- Not award the cleaning contract 2012-A to Clean Sweep.

**CARRIED**

- 04** Manitouwadge General Hospital Recognized for Integrating Health Care Services and recipients of the 2016 Leading Governance Excellence Award during the Health Achieve 2016 Conference.



**RESOLUTION NO. 2016-350**

Moved by: Councillor Plummer

Seconded by: Councillor Lelievre

**RESOLVED THAT:** A congratulatory letter be sent to the Manitouwadge General Hospital, for Integrating Health Care Services and being recipients of the 2016 Leading Governance Excellence Award during the Health Achieve 2016 Conference and the Board be copied.

**CARRIED**

**13 MOTIONS AND NOTICES OF MOTION**

None

**14 CLOSED SESSION**

- 01 - personal matters about an identifiable individual, including municipal or local board employees.  
-Appointment to Community Liaison Committee
- 02 - personal matters about an identifiable individual, including municipal or local board employees.  
-Update on 2017 Assessment
- 03 - personal matters about an identifiable individual, including municipal or local board employees.  
-Legal opinion

**RESOLUTION NO. 2016-351**

Moved by: Councillor Dunnill

Seconded by: Councillor Lelievre

**WHEREAS** Section 239(4) of the Municipal Act, 2001, S.O. 2001, C.25 provided that before holding a meeting or part of a meeting that is to be closed to the public, a municipality or local board or committee of either of them, shall state by resolution the fact of holding of the closed meeting and the general nature of the matter to be considered at the closed meeting;

**NOW THEREFORE BE IT RESOLVED THAT:** this meeting is hereby closed to the public as the subject matter being discussed falls under the following section:

- personal matters about an identifiable individual, including municipal or local board employees.  
-Appointment to Community Liaison Committee
- personal matters about an identifiable individual, including municipal or local board employees.  
-Update on 2017 Assessment
- personal matters about an identifiable individual, including municipal or local board employees.  
-Legal opinion

**CARRIED**

**15 BUSINESS ARISING FROM CLOSED SESSION**

- 01** - personal matters about an identifiable individual, including municipal or local board employees.  
-Appointment to Community Liaison Committee

**RESOLUTION NO. 2016-352**

Moved by: Councillor Ruel

Seconded by: Councillor Plummer

**RESOLVED THAT:** Council appoint Charles Newton to Community Liaison Committee.

**CARRIED**

**16 ADJOURNMENT**

**RESOLUTION NO. 2016-353**

Moved by: Councillor Ruel

Seconded by: Councillor Dunnill

**RESOLVED THAT:** the Regular Meeting adjourn at the hour of 8:46 p.m.

**CARRIED**

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Mayor Andy Major

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Margaret Hartling, CAO/Clerk-Treasurer



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

AGENDA  
 Item No. 08-01  
 Meeting Date: December 9, 2016

**STATEMENT OF DISBURSEMENTS**

DISBURSEMENT SHEET NO. 2016-17 FOR THE PERIOD

ENDING December 9, 2016

PAYROLL	\$	<u>145,819.51</u>
REGULAR CHEQUES	\$	<u>308,217.08</u>
VOID CHEQUES	\$	<u>0.00</u>
<b>TOTAL</b>	\$	<b><u>454,036.59</u></b>

CAO/CLERK - TREASURER

MAYOR

APPROVED BY RESOLUTION NO. \_\_\_\_\_

MEETING OF COUNCIL HELD \_\_\_\_\_

CAO/CLERK - TREASURER

DEPUTY CLERK

**TOWNSHIP OF MANITOUWADGE**  
**Cheque Register-Summary-Bank**



AP5090

Page : 1

Date : Dec 09, 2016

Time : 11:28 am

Vendor : 1143301 To ZOTTE01  
 Cheque No. 8071 To 8125  
 Bank : 1 - GENERAL OPERATING

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

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
8071	21-Nov-2016	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	297	C	31,615.20
8072	30-Nov-2016	CUPEL01	CANADIAN UNION OF PUBLIC EMPLOYEES	Issued	304	C	669.69
8073	30-Nov-2016	DIRECT01	DIRECTOR FAMILY RESPONSIBILITY OFFICE	Issued	304	C	241.18
8074	30-Nov-2016	MINIS03	MINISTER OF FINANCE	Issued	304	C	2,418.02
8075	30-Nov-2016	OMERS01	OMERS	Issued	304	C	20,585.34
8076	30-Nov-2016	RECEI01	RECEIVER GENERAL	Issued	304	C	16,250.36
8077	30-Nov-2016	WSIB01	WSIB	Issued	304	C	2,962.68
8078	05-Dec-2016	BELLC04	BELL CANADA	Issued	306	C	158.21
8079	05-Dec-2016	CANAD02	CANADA POST CORPORATION	Issued	306	C	148.79
8080	05-Dec-2016	DONAL01	DONALD L. DAVIDSON FUELS LTD.	Issued	306	C	25,148.91
8081	05-Dec-2016	LIDST01	LIDSTER, JAMES	Issued	306	C	3,938.72
8082	05-Dec-2016	LIDST02	LIDSTER, TIFFANY JOY	Issued	306	C	357.03
8083	05-Dec-2016	MAVER01	MAVERICK & SON EXTERIORS AND CONSUL	Issued	306	C	31,628.70
8084	05-Dec-2016	MINIS01	MINISTER OF FINANCE/MTO	Issued	306	C	250.00
8085	09-Dec-2016	4IMPR01	4IMPRINT	Issued	314	C	3,431.36
8086	09-Dec-2016	ACAPU01	ACAPULCO POOLS	Issued	314	C	11,023.15
8087	09-Dec-2016	BIERW01	BIERWORTH, ELIZABETH	Issued	314	C	118.80
8088	09-Dec-2016	BLUEW01	BLUEWAVE ENERGY	Issued	314	C	6,770.92
8089	09-Dec-2016	BMHAU01	B & M HAULING LTD.	Issued	314	C	228.78
8090	09-Dec-2016	CALGA01	CANWEST PROPANE	Issued	314	C	10,420.31
8091	09-Dec-2016	CARRM01	CARR MCLEAN	Issued	314	C	41.53
8092	09-Dec-2016	CCPOU01	MAXIM TRUCK & TRAILER	Issued	314	C	1,287.38
8093	09-Dec-2016	CIMCO01	CIMCO REFRIGERATION	Issued	314	C	5,857.84
8094	09-Dec-2016	CLEAN02	CLEAN-SWEEP	Issued	314	C	2,147.00
8095	09-Dec-2016	FLOYD01	FLOYD'S AUTO & PLATE GLASS LT	Issued	314	C	129.95
8096	09-Dec-2016	HARTL01	HARTLING, MARGARET	Issued	314	C	79.10
8097	09-Dec-2016	HATCH02	HATCH CORPORATION	Issued	314	C	4,915.50
8098	09-Dec-2016	HENDE01	HENDERSON METAL FABRICATING CO. LTD.	Issued	314	C	1,846.42
8099	09-Dec-2016	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	314	C	6,801.72
8100	09-Dec-2016	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	314	C	5,471.29
8101	09-Dec-2016	INTER04	INTER-MTN	Issued	314	C	2,682.73
8102	09-Dec-2016	JACKT01	JACK THE BOOKMAN LTD.	Issued	314	C	727.54
8103	09-Dec-2016	LAFAR01	LAFARGE CANADA INC.	Issued	314	C	1,752.95
8104	09-Dec-2016	LOWER01	LOWERY'S LTD.	Issued	314	C	368.39
8105	09-Dec-2016	MAJOA01	MAJOR, ANDY	Issued	314	C	823.00
8106	09-Dec-2016	MANIT02	MANITOULIN TRANSPORT	Issued	314	C	499.40
8107	09-Dec-2016	MANIT12	MANITOUWADGE TRAPPER'S COUNCIL	Issued	314	C	300.00
8108	09-Dec-2016	MCSWE01	MCSWEENEY & ASSOCIATES	Issued	314	C	6,257.38
8109	09-Dec-2016	MINIS04	MINISTER OF FINANCE	Issued	314	C	49,240.00
8110	09-Dec-2016	MOREA01	MOREAU, CAROLE	Issued	314	C	90.10
8111	09-Dec-2016	NORTH13	NORTH STAR LINEN & UNIFORM	Issued	314	C	838.23
8112	09-Dec-2016	ONTAR08	ONTARIO GOOD ROADS ASSOC.	Issued	314	C	282.50
8113	09-Dec-2016	PREMA01	PREMA NORTH WEST	Issued	314	C	76.28
8114	09-Dec-2016	PUROL01	PUROLATOR INC.	Issued	314	C	80.13
8115	09-Dec-2016	REALT01	REALTAX INC.	Issued	314	C	1,582.00
8116	09-Dec-2016	RECEI01	RECEIVER GENERAL	Issued	314	C	15,746.35
8117	09-Dec-2016	SOSEM01	SOS EMERGENCY RESPONSE TECH	Issued	314	C	646.47
8118	09-Dec-2016	TBAYT01	TBAYTEL	Issued	314	C	627.04
8119	09-Dec-2016	THEAL01	THE ALGOMA NEWS	Issued	314	C	336.07
8120	09-Dec-2016	THUND06	THUNDER BAY DISTRICT HEALTH UNIT	Issued	314	C	3,797.00
8121	09-Dec-2016	VANHO01	VANHOUTTE	Issued	314	C	114.00
8122	09-Dec-2016	WEILE01	WEILER MALONEY NELSON	Issued	314	C	15,430.49
8123	09-Dec-2016	WOLSE01	WOLSELEY WATERWORKS	Issued	314	C	2,992.69
8124	09-Dec-2016	WSIB01	WSIB	Issued	314	C	5,832.18

**TOWNSHIP OF MANITOUWADGE**  
**Cheque Register-Summary-Bank**



AP5090

Page : 2

Date : Dec 09, 2016

Time : 11:28 am

Vendor : 1143301 To ZOTTE01  
 Cheque No. 8071 To 8125  
 Bank : 1 - GENERAL OPERATING

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

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
<b>Bank : 1 GENERAL OPERATING</b>							
8125	09-Dec-2016	XEROX01	XEROX CANADA LTD.	Issued	314	C	150.28
<b>Total Computer Paid :</b>		<b>308,217.08</b>	<b>Total EFT PAP :</b>		<b>0.00</b>	<b>Total Paid : 308,217.08</b>	
<b>Total Manually Paid :</b>		<b>0.00</b>	<b>Total EFT File :</b>		<b>0.00</b>		

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

AGENDA	
Item No.	09-01
Meeting Date:	14 / 12 / 16
	D M

**Ministry of Natural Resources and Forestry**

Wawa District  
PO Box 1160  
48 Mission Road  
Wawa, ON P0S 1K0

Tel.: 705-856-4703  
Fax: 705-856-7511  
Toll Free: 1-800-667-1940  
Email: john.peluch@ontario.ca

**Ministère des Richesses naturelles et des Forêts**

District de Wawa  
CP 1160  
48 chemin Mission  
Wawa, ON P0S 1K0

Tél : 705-856-4703  
Télééc.: 705-856-7511  
Sans frais: 1-800-667-1940  
Courriel: john.peluch@ontario.ca



November 23, 2016

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

Dear Mayor Major:

Thank you for your recent letter dated November 4, 2016 and your concerns expressed over the Manitou Campground/Aquatic Range Land Use Permit. I value your comments and the interests shared by your community.

Our records indicate that the Land Use Permit for this location recently expired. As a result, the Wawa District Ministry of Natural Resources and Forestry (MNR) is undertaking a file review to determine the most suitable course of action consistent with current policy direction. I wish to assure you that all interests identified for this particular location will be carefully considered before any decision is made.

If you would like more detailed information on how MNR will administer this file, please feel free to contact me directly at (705) 856-4703.

Sincerely,

John Peluch  
District Manager  
Wawa District

Cc Kathryn McGarry, Minister of Natural Resources and Forestry  
Michael Mantha, MPP (Algoma-Manitoulin)



www.mbnwo.ca

Item No.	09-02
Meeting Date:	14.12.16

**The Royal Canadian Legion  
Manitoba/NW Ontario Command**  
*“Military Service Recognition Book”*

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Manitoba/NW Ontario Command** and the local **Veterans**. Please consider this our written request for your support as per our recent telephone conversation.

Our **Command** is very pleased to be printing our **“Military Service Recognition Book”**, which is designed to recognize and honour many of **Manitoba/NW Ontario’s** brave **Veterans** on an individual basis who have served our Country so well in the past three major world conflicts (WW1, WW2 and the Korean War) and recent conflicts such as Afghanistan. This publication will go a long way to help our Legion in our role as the **“Keepers of Remembrance”**.

It will be distributed to school and university libraries, Legion branches, and many other public facilities in Manitoba and NW Ontario.

We would like to have your organization’s support for this milestone project of our **Manitoba/NW Ontario Command Legion**, by purchasing an advertisement space in our **“Military Service Recognition Book”**. Proceeds raised from this important project will allow us to make this unique publication available throughout the Province and will also benefit the many ongoing community activities of our Legion Command including **Scholarships, Youth Sponsored Programs** and, of course, our ongoing tireless support for **Manitoba/NW Ontario’s Veterans** and their dependants.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be sincerely appreciated. For further information please contact our **Manitoba/NW Ontario Command Military Service Recognition Book Office** toll free at **1-855-559-5056**.

**Thank you for your consideration and/or support.**

Sincerely,

Mel Willis  
President  
The Royal Canadian Legion Manitoba/NW Ontario Command



www.mbnwo.ca

**The Royal Canadian Legion  
Manitoba/NW Ontario Command  
“Military Service Recognition Book”**

**Advertising Prices**

<u>AD SIZE</u>	<u>PRICE</u>	<u>GST</u>	<u>TOTAL</u>
Full Color Outside Back Cover	\$1,423.81	+ \$71.19	= \$1,495.00
Inside Front/Back Cover (Full Colour)	\$1,233.33	+ \$61.67	= \$1,295.00
2 Page Full Colour Spread	\$1,890.50	+ \$99.50	= \$1,990.00
Full Page (Full Colour)	\$947.62	+ \$47.38	= \$995.00
Full Page	\$757.14	+ \$37.86	= \$795.00
½ Page (Full Colour)	\$566.67	+ \$28.33	= \$595.00
½ Page	\$471.43	+ \$23.57	= \$495.00
¼ Page (Full Colour)	\$376.19	+ \$18.81	= \$395.00
¼ Page	\$280.95	+ \$14.05	= \$295.00
1/10 Page (Business Card Full Colour)	\$214.29	+ \$10.71	= \$225.00
1/10 Page (Business Card)	\$185.71	+ \$9.29	= \$195.00

**G.S.T. Registration # 107933665RT0001**

All typesetting and layout charges are included in the above prices.

A complimentary copy of the Military Service Recognition Book will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation.



PLEASE MAKE CHEQUE PAYABLE TO:  
MB/NW Ontario Command  
The Royal Canadian Legion  
(MB RCL)  
P.O.Box 1967 Stn. Main  
Winnipeg, MB R3C 3R2  
Tel (Toll Free): 1-855-559-5056



Visa/Mastercard accepted

ad copy can be emailed to [mbcl@fenety.com](mailto:mbcl@fenety.com)





THE DISTRICT OF THUNDER BAY SOCIAL  
SERVICES ADMINISTRATION BOARD

AGENDA	
Item No. _____	10-01
Meeting Date: _____	17-12-16
	U M Y

**BOARD MINUTES**

**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 16/2016  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

**DATE OF MEETING:** October 27, 2016

**TIME OF MEETING:** 12:30 p.m.

**LOCATION OF MEETING:** 3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Robert (Bob) Katajamaki

**PRESENT:**  
Iain Angus  
Kim Brown  
Shelby Ch'ng  
Andrew Foulds  
Armand Giguere  
Robert (Bob) Katajamaki  
Paul Pugh  
Aldo Ruberto  
Peter Ruel

**OFFICIALS:**  
William (Bill) Bradica, Chief Administrative Officer  
Glenda Flank, Recording Secretary  
Linda Molenda, Executive Assistant

**ABSENT:**

**REGRETS:**  
Mark Figliomeni  
Lucy Kloosterhuis  
Joe Virdramo

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Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

**BOARD (CLOSED SESSION) MEETING**

**DISCLOSURES OF INTEREST**

None.

REPORTS OF ADMINISTRATION

Board Governance Update

On consensus, Robert Katajamaki, Chair and Aldo Ruberto, Vice-Chair met with the solicitor regarding the above matter.

A verbal update was provided by Robert Katajamaki, Board Chair relative to the meeting with the solicitor, for information only.

Legal Matter: 002-2016

A discussion was held at the October 11, 2016 Executive Committee Meeting relative to the above mentioned matter.

A verbal update was provided by Robert Katajamaki, Board Chair relative to the recommendation not to proceed any further with this legal issue.

A further discussion was held. William Bradica, CAO provided clarification and responded to questions.

NEW BUSINESS

A discussion was held regarding new business items being added in Closed Session.

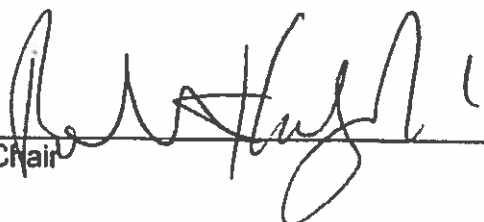
ADJOURNMENT

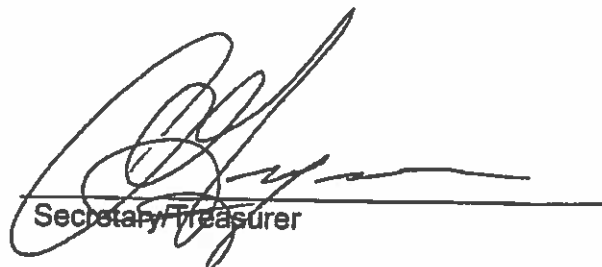
Resolution No. 16/CS09

Moved by: Peter Ruel  
Seconded by: Kim Brown

THAT the Board (Closed Session) Meeting No. 16/2016 of The District of Thunder Bay Social Services Administration Board, held on October 27, 2016, be adjourned at 1:10 p.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED

  
Chair

  
Secretary/Treasurer



THE DISTRICT OF THUNDER BAY SOCIAL  
SERVICES ADMINISTRATION BOARD

<b>AGENDA</b>	
Item No.	16-01
Meeting Date:	14 / 12 / 16

## BOARD MINUTES

**MINUTES OF BOARD MEETING NO. 15/2016  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

**DATE OF MEETING:** October 27, 2016

**TIME OF MEETING:** 10:00 a.m.

**LOCATION OF MEETING:** 3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Robert (Bob) Katajamaki

**PRESENT:**

Iain Angus  
Kim Brown  
Shelby Ch'ng  
Andrew Foulds  
Armand Giguere  
Robert (Bob) Katajamaki  
Paul Pugh  
Aldo Ruberto  
Peter Ruel

**OFFICIALS:**

William (Bill) Bradica, Chief Administrative Officer  
Georgina Daniels, Director - Corporate Services Division  
Lori Roulston, Director - Client Services Division  
Keri Greaves, Manager, Finance  
Aaron Park, Program Lead, Housing  
David Hardick, Supervisor, Purchasing & Inventory Control  
Glenda Flank, Recording Secretary  
Linda Molenda, Executive Assistant

**REGRETS:**

Mark Figliomeni  
Lucy Kloosterhuis  
Joe Virdiramo

**GUESTS:**

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### BOARD MEETING

#### DISCLOSURES OF INTEREST

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 16/88

Moved by: Peter Ruel  
Seconded by: Kim Brown

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for October 27, 2016, we approve that the agendas as amended, including any additional information and new business, be confirmed.

CARRIED

On consensus, the Board moved the Closed Session to take place at the end of the Regular Session Meeting.

PRESENTATIONS

TBDSSAB Purchasing Process

Presentation was provided by David Hardick, Supervisor, Purchasing & Inventory Control relative to the above noted, for information only. The presentation was distributed at the meeting.

David Hardick provided clarification and responded to questions.

At 10:41 David Hardick, Supervisor, Purchasing & Inventory Control left the meeting room.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 13/2016 and Meeting No. 14/2016 (Regular and Closed Session) of TBDSSAB, held on September 28, 2016, respectively, to be confirmed.

Resolution No. 16/90

Moved by: Armand Giguere  
Seconded by: Shelby Ch'ng

THAT the Minutes of Meeting No. 13/2016 and Meeting No. 14/2016 (Regular and Closed Session) of The District of Thunder Bay Social

Services Administration Board, held on September 28, 2016, respectively, be confirmed.

CARRIED

Committee Meetings

Executive Committee

Draft Minutes of the Executive Committee meeting held on October 11, 2016 were presented, for information only.

REPORTS OF ADMINISTRATION

Procurement Practices Update

Report No. 2016-53 (Corporate Services Division) relative to providing the Board with an update on the Procurement Policy and Practices, was presented for information only.

Reserve and Reserve Fund Strategy Update

Report No. 2016-54 (Corporate Services Division) relative to providing the Board with an update and Administrations recommendation on the Reserve and Reserve Fund Strategy, was presented for consideration.

Resolution No. 16/91

Moved by: Shelby Ch'ng  
Seconded by: Armand Giguere

THAT with respect to Report No. 2016-54 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board approve the 2016 Reserve Fund Strategy provided within the report;

AND THAT we approve the renaming of the Best Start Reserve Fund to Early Years Reserve Fund;

AND THAT we approve the renaming of the Thunder Bay District Housing Corporation Capital Reserve Fund to Direct-Owned Housing Portfolio Capital Replacement Reserve Fund;

AND THAT we approve an increase to 4% for the annual contribution levels for the Direct-Owned Housing Portfolio Capital Replacement Reserve Fund;

AND THAT we approve the establishment and maintenance of a Capital Regeneration Reserve Fund;

AND THAT transfers to and from the Capital Regeneration Reserve Fund be subject to approval and resolution of The District of Thunder Bay Social Services Administration Board;

AND THAT the Capital Regeneration Reserve Fund, including investment income be invested in accordance with The District of Thunder Bay Social Services Administration Board's investment policy;

AND THAT any necessary By-laws be presented to the Board, for consideration.

CARRIED

Property Insurance Contract – Owned  
Housing Portfolio

Report No. 2016-55 (Corporate Services Division) providing the Board with the results of the 2016/17 property insurance quotation process and to request approval to bind coverage relative to the above noted, was presented for consideration.

Resolution No. 16/92

Moved by: Armand Giguere  
Seconded by: Shelby Ch'ng

THAT with respect to Report No. 2016-55 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, accept the property insurance quotation provided by Marsh Canada Limited in the amount of \$483,062.10;

AND THAT the Chief Administrative Officer be authorized to bind coverage and to complete any administrative requirements of the insurance renewal process.

CARRIED

At 10:47 a.m. Keri Greaves, Manager, Finance entered the meeting room.

Budget Policy Update

Report No. 2016-56 (Corporate Services Division) relative to presenting the Board with a revised Budget Policy, was presented for consideration.

Georgina Daniels, Director – Corporate Services provided an overview and responded to questions.

William Bradica, CAO provided further information and responded to questions.

On consensus, the Board directed that a Memorandum be provided should the CAO approve the carry-over of a project to a new budget year.

Resolution No. 16/93

Moved by: Paul Pugh  
Seconded by: Aldo Ruberto

THAT with respect to Report No. 2016-56 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the revised Budget Policy No. CS-02:83;

AND THAT any necessary By-laws be presented to the Board, for consideration.

CARRIED

TBDSSAB Property Portfolio Mortgage Expiry

Report No. 2016-57 (Housing Services Division) relative to providing the Board with information regarding the timeline of TBDSSAB-owned property mortgage expiries and strategies to address the properties, was presented for information only.

William Bradica, CAO provided an overview of the above mentioned report and responded to questions.

Aaron Park, Program Lead, Housing provided further information and also responded to questions.

Keri Greaves, Manager, Finance provided further information.

A brief discussion was held regarding incorrect amounts on page 61 of the Board Agenda.

At 11:25 a.m. Keri Greaves, Manager, Finance left the meeting room.

Tenant Satisfaction Survey 2016

Report No. 2016-58 (Housing Services Division) relative to providing the Board with a summary of results from the 2016 Tenant Satisfaction Survey, was presented for information only.

William Bradica, CAO provided a brief introduction and responded to questions.

Aaron Park, Program Lead, Housing provided an overview and responded to questions.

William Bradica, CAO also responded to questions.

On consensus, the Board directed Administration to provide a Report to the Board in September 2017 on the action taken to address the areas of concern noted in the Tenant Satisfaction Report.

Investment in Affordable Housing (IAH) Social Infrastructure Fund (SIF) – Rental Housing Component Allocation

Report No. 2016-59 (Housing Services Division) relative to providing the Board with information and Administration's funding recommendation with respect to the TBDSSAB's 2016/17 Investment in Affordable Housing (IAH) – Social Infrastructure Fund (SIF) – Rental Housing Component allocation, was presented for consideration.

William Bradica, CAO provided a brief introduction.

Aaron Park, Program Lead, Housing provided additional information.

Resolution No. 16/94

Moved by: Paul Pugh  
Seconded by: Aldo Ruberto

That with respect to Report No. 2016-59 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve Administration's recommendation to provide an additional \$1,100,000 from the IAH-SIF allocation to Northern Linkage Community Housing Corporation for the construction of 12 affordable housing units;



AND THAT the Board authorizes the Chair and Chief Administrative Officer, or designate, to execute any required Agreements with Northern Linkage Community Housing Corporation;

AND THAT any necessary By-law be presented to the Board for consideration.

CARRIED

Social Infrastructure Fund (SIF) – Social Housing Improvement Program (SHIP) Allocation

Report No. 2016-60 (Housing Services Division) relative to providing the Board with information and Administration's funding recommendations with respect to the TBDSSAB's 2016/17 Social Infrastructure Fund (SIF) – Social Housing Improvement Program (SHIP) allocation, was presented for consideration.

William Bradica, CAO provided a brief introduction.

Resolution No. 16/95

Moved by: Paul Pugh  
Seconded by: Aldo Ruberto

That with respect to Report No. 2016-60 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve Administration's recommendations for the allocation of Social Infrastructure Fund (SIF) - Social Housing Improvement Fund (SHIP);

AND THAT the Board authorizes the Chair and Chief Administrative Officer to execute any required Contribution Agreements;

AND THAT any necessary By-law be presented to the Board for consideration.

CARRIED

Ontario Early Years Programs Transformation Information and Service Planning Investment Funding Allocation

Report No. 2016-61 (Client Services Division) relative to providing the Board with information regarding the transition of Ontario Early Years Child and Family Centres, for information only.

William Bradica, CAO provided a brief overview.

Lori Roulston, Director – Client Services provided further information.

### CORRESPONDENCE

#### Ministry of Education – Appointment of New Minister

Correspondence from The Honourable Mitzie Hunter dated October 11, 2016 in response to TBDSSAB letter of congratulations on appointment, was presented for information only.

### BY-LAWS

#### First and Final Reading

Resolution No. 16/96

Moved by: Peter Ruel  
Seconded by: Armand Giguere

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Secretary, sealed and numbered:

1. A By-law to authorize the execution of an Administration Agreement between The District of Thunder Bay Social Services Administration Board and Her Majesty the Queen in Right of Ontario as represented by the Minister of Housing for the provision of services related to the 2016 Social Infrastructure Fund (SIF) Survivors of Domestic Violence – Portable Housing Benefit Pilot.

Explanation: A By-law to authorize the execution of an Administration Agreement related to the Social Infrastructure Fund – Survivors of Domestic Violence – Portable Housing Benefit Pilot.

Authorization: Board Meeting 2016Sep28

BY-LAW NUMBER 07 – 2016

**NEW BUSINESS**

**Conditional Waiving of Outstanding Levy  
Interest Charges**

Report No. 2016-62 (Corporate Services Division) relative to providing the Board with information regarding levy interest charges receivable from certain member municipalities, presented for consideration.

William Bradica, CAO responded to questions.

Resolution No. 16/96(A)

Moved by: Paul Pugh  
Seconded by: Kim Brown

THAT with respect to Report No. 2016-62 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, on a without prejudice basis, defer the interest charged to the municipalities of Conmee, Neebing, O'Connor, Oliver-Paipoonge, and Shuniah on past due levy invoices incurred during the period February to June 2016;

AND THAT in February, 2018, provided the municipalities continue to pay their monthly levies in a timely fashion, the interest charges be waived on a without prejudice basis;

AND THAT, if during this period, one of these municipalities fails to pay their monthly levies in a timely fashion, Administration will pursue collection efforts on the outstanding interest charges in accordance with established policies and procedures.

CARRIED

**Resolution for Support of District of Nipissing  
DSSAB Resolution**

Memorandum from Iain Angus, Board Member regarding support for recommendation supporting District of Nipissing DSSAB position relative to the *District of Social Services Administration Board Act* review, presented for consideration.

William Bradica, CAO provided a brief introduction and responded to questions.

Iain Angus, Board Member, provided further information and clarification. The Resolution was amended, prior to presentation to the Board, following discussion.

**Resolution No. 16/96(A)**

Moved by:           Iain Angus  
Seconded by:       Shelby Ch'ng

THAT with respect to the Ministry of Community and Social Services review of the *District Social Services Administration Board Act* and their request for advice on engagement, we advise the Ministry of Community and Social Services to engage directly with municipalities regarding funding and levy matters and with the Northern Ontario Service Deliverer's Association and individual District Social Services Administration Boards on matters related to governance and accountability;

AND THAT this resolution be shared with NOSDA, FONOM, AMO and member municipalities.

**CARRIED**

At 11:55 a.m. the Chair called for a break for lunch.

At 12:30 p.m. the lunch break ended with all members of the Board and William Bradica, CAO, Glenda Flank, Recording Secretary and Linda Molenda, Executive Assistant in attendance and the meeting reconvened.

**CLOSED SESSION MEETING**

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to solicitor-client privilege.

**Resolution No. 16/89**

Moved by:           Kim Brown  
Seconded by:       Peter Ruel

THAT the Board adjourns to Closed Session relative to receipt of information with respect to solicitor-client privilege regarding Board Governance and Legal Matter 002-2016.

**CARRIED**

At 1:10 a.m. the meeting reconvened in Regular Session to consider the remaining agenda items.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, November 24, 2016 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

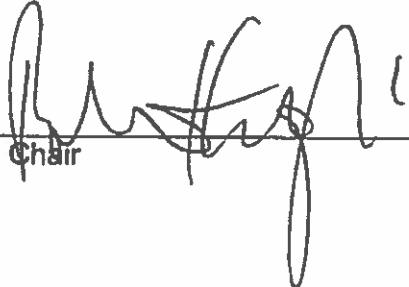
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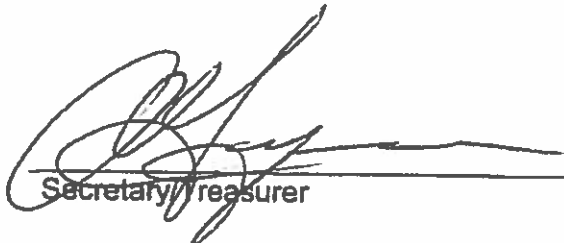
Resolution No. 16/97

Moved by: Shelby Ch'ng  
Seconded by: Iain Angus

THAT the Board Meeting No. 15/2016 of The District of Thunder Bay Social Services Administration Board, held on October 27, 2016, be adjourned at 1:11 p.m.

CARRIED

  
Chair

  
Secretary/Treasurer



Thunder Bay District  
Health Unit

Item No.	10-02
Meeting Date:	14/12/16

## BOARD OF HEALTH MEETING

**MINUTES OF THE MEETING:** October 19, 2016  
**TIME OF MEETING:** 1:00 PM  
**PLACE OF MEETING:** Victoria Inn – Thunder Bay  
**CHAIR:** MR. JOE VIRDIRAMO

**BOARD MEMBERS PRESENT:**

Mr. Andrew Brigham  
Mr. Jay Daiter  
Mr. Terry Fox  
Ms. Maria Harding  
Mr. Richard Harvey  
Mr. Bernie Kamphof  
Mr. Bob MacMaster  
Mr. Andy Major  
Mr. Jack Masters  
Mr. James McPherson  
Ms. Karen Morley  
Mr. Roger Shott  
Mr. Aldo Ruberto  
Mr. Joe Virdiramo

**ADMINISTRATION PRESENT:**

Dr. Janet DeMille, Medical Officer of Health  
Mr. Doug Health, Chief Executive Officer  
Ms. Linda Roberts, Director – Health Promotion  
Ms. Sarah Stevens, Executive Assistant and Secretary to the Board of Health

**REGRETS:**

Mr. N. Gale  
Mr. D. Smith

**CALL TO ORDER**

The Chair called the meeting to order at 1:00 p.m.

**1. ATTENDANCE AND ANNOUNCEMENTS**

The Chair presented regrets from Mr. Gale and Mr. Smith, and welcomed Mr. Andy Major, the new representative from Manitouwadge, and guest attendee, Ms. Alana Bishop, from Oliver Paipoonge.

**2. DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**3. AGENDA APPROVAL**

Resolution No. 76-2016

MOVED BY: R. Harvey  
SECONDED BY: J. McPherson

THAT the Agenda for the Regular Board of Health Meeting to be held on October 19, 2016, be approved.

CARRIED

**4. INFORMATION SESSION**

There was no information session.

**5. MINUTES OF THE PREVIOUS MEETINGS**

**5.1 Thunder Bay District Board of Health**

The Minutes of the Thunder Bay District Board of Health Meeting held on September 21, 2016, to be approved.

Resolution No.: 77-2016

MOVED BY: A. Ruberto  
SECONDED BY: K. Morley

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on September 21, 2016, be approved.

CARRIED

**6. MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the previous minutes.

## 7. BOARD OF HEALTH (CLOSED SESSION) MEETING

Resolution No.: 78a-2016

MOVED BY: J. McPherson  
SECONDED BY: R. Harvey

THAT the Board of Health move into a closed session to receive information relative to labour relations.

CARRIED

At 1:05 p.m., the Board of Health moved into a closed session.

The following individuals left the meeting room:

Ms. Alana Bishop  
Ms. S. Stevens, Secretary to the Board of Health

Mr. Bernie Kamphof also left the meeting room.

At 1:40 p.m., the Board of Health moved out of Closed Session and resumed regular business.

The following individuals returned to the meeting room:

Mr. Bernie Kamphof  
Ms. Alana Bishop  
Ms. S. Stevens, Secretary to the Board of Health

Ms. Catherine Schwartz-Mendez joined the meeting.

## 8. DECISIONS OF THE BOARD

### 8.1 Program Based Grants 2016 Funding Approval

Report No. 44-2016 (Administration) relative to recommendations for approval of the MOHLTC Funding for 2016 was presented. Mr. D. Heath provided further information to the Board with respect to the transfer of funds from the Oral Health Mandatory Core Program Budget to the Healthy Smiles Ontario (HSO) 100 % Funded Budget and advised that further discussions with the MOHLTC are scheduled to address the matter.

It was the consensus of the Board to obtain further clarification from the MOHLTC with respect to the HSO Funding prior to approving the 2016-17 funding allocation.



**8. DECISIONS OF THE BOARD (Continued)**

**8.1 Program Based Grants 2016 Funding Approval (Continued)**

Resolution No.: 79b-2016

MOVED BY: A. Ruberto  
SECONDED BY: B. MacMaster

THAT with respect to Report No. 44 – 2016 (Chief Executive Officer) we recommend that the approval of the funding allocation for the 2016-17 funding year be deferred to the November 16, 2016, Board of Health Meeting.

CARRIED

**8.2 Janitorial Contract Extension**

Report No. 47-2016 (Finance) relative to recommendations for the contract for Janitorial Services at the Thunder Bay District Health Unit.

Resolution No. 80-2016

MOVED BY: R. Shott  
SECONDED BY: A. Major

THAT with respect to Report No. 47 – 2016 (Administrative Services), we recommend that the second and final option year of the Janitorial Services contract be extended to Personal Touch Cleaning at a total cost of \$52,811 (taxes extra) for the period December 1, 2016, to November 30, 2017;

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the Janitorial Services contract, as required.

CARRIED

**8.3 alPHa Fall Symposium – November 17 - 18, 2016**

A memorandum from Mr. D. Heath, Chief Executive Officer, dated October 11, 2016, containing a resolution relative to the above noted was presented.

Resolution No. 81-2016

MOVED BY: A. Major  
SECONDED BY: R. Shott

**8. DECISIONS OF THE BOARD (Continued)**

**8.3 alPHa Fall Symposium – November 17 – 18, 2016 (Continued)**

THAT the following members of the Board be authorized to attend the 2016 alPHa Fall Symposium to be held in Toronto, Ontario, on November 17-18, 2016

1. Mr. Roger Shott
2. Ms. Karen Morley
3. Mr. Andy Major
4. Mr. Richard Harvey

AND THAT all expenses be paid in accordance to Policy No. BH-02-04 - Board Members' Reimbursement."

CARRIED

**9. COMMUNICATIONS FOR INFORMATION**

**9.1 2016 Mid-Year Accountability Agreement Performance Indicators**

Report No. 46-2016 (Medical Officer of Health) relative to providing the 2016 mid-year reporting for the 2014-2016 Accountability Agreement Performance Indicators, was presented for information.

**9.2 Nutritious Food Basket**

A report on the results of the Nutritious Food Basket Survey with an infographic relative to Food Security in the District of Thunder Bay was presented for information.

**10. NEXT MEETING**

The next regularly scheduled Board of Health meeting will be held on Wednesday, November 16, 2016, at 1:00 p.m.

**11. ADJOURNMENT**

Resolution No. 82-2016

MOVED BY: Mr. R. Shott  
SECONDED BY: Mr. A. Major

THAT the Board of Health meeting held on October 19, 2016,  
be adjourned at 2:05 p.m.

CARRIED

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Chair, Board of Health

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Chief Executive Officer

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Recording Secretary

RECEIVED

MANITOUWADGE MUNICIPAL HOUSING CORPORATION

NOV 29 2016

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

October 20, 2016

1. The meeting was called to order at 7:09 p.m. (Resolution No. 16-38)

In attendance:

Helen Williams	Chairperson
Lisa Jomphe	Vice-Chairperson
Sheldon Plummer	Director
Peter Ruel	Director

Rita Labbee	Property Manager
-------------	------------------

Absent:

AGENDA	
Item No.	10-03
Meeting Date:	14 / 12 / 16
	D M Y

2. The Board reviewed the Confidentiality and Conflict of Interest policies.

3. The Minutes and Resolutions of the meeting held on Monday, September 19<sup>th</sup>, 2019 were reviewed by the Board and accepted. (Resolution No. 16-39)

4. Property Manager's Report:

The Property Manager's Report was provided to the Board.

5. Vacant Unit Report:

The Vacant Unit Report was provided to the Board.

6. Tenant Request:

8. Board Discussion:

- The Board was updated in regards to the lawyer
- The Board was updated in regards to the snow removal tender
- The Board approved the Rita Labbee to receive a Gas/Vehicle Allowance in the amount of \$350.00 for one month. (Resolution No. 16-40)
- The Board was updated in regards to the Maintenance Person/Contractor.
- The Board was updated in regards to the Board Members.
- The Budget (year to date) figures for September/2016 was presented to the Board members for review.
- The Bank Reconciliation for September/2016 was reviewed and signed by the Chairperson.

9. **Disbursements:**

Disbursement Sheet #16-08 from September 20<sup>th</sup>, 2016 to October 20<sup>th</sup>, 2016 in the amount of \$92,745.50 was reviewed by the Board and accepted. (Resolution No. 16-41)

10. **Correspondence:**

The Board reviewed the Correspondence received from September 20<sup>th</sup>, 2016 to October 20<sup>th</sup>, 2016.


11. **Additions:**

12. **Next Meeting:**

The next regular meeting will be held on Monday, November 21<sup>st</sup>, 2016 at 6:30 p.m. in the Meeting Room at the Township of Manitouwadge Municipal Building.

13. **Adjournment:**

The meeting was adjourned at 8:21 p.m. (Resolution No. 16-42)

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Director

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE**

**BY-LAW NO. 2016 - \_\_\_\_**

**Being a By-law respecting signing authority and  
repealing By-law 2003-15 and By-law 2015-29.**

**WHEREAS** the Ontario *Municipal Act, 2001*, S.O. 2001, c. 25, Section 8(1) provides for the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** the Ontario *Municipal Act, 2001*, S.O. 2001, c. 25, Section 10(1) provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

**AND WHEREAS** under Ontario *Municipal Act, 2001*, S.O. 2001, c. 25, Section 10(2)3 a single-tier municipality may pass by-laws respecting the following matters: Financial management of the municipality and its local boards.

**AND WHEREAS** under Ontario *Municipal Act, 2001*, S.O. 2001, c. 25, Section 287 a municipality may provide that the signatures on a cheque of the municipality be mechanically or electronically reproduced. 2006, c. 32, Sch. A, s. 118, *part*.

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

1. The Mayor, together with the CAO/Clerk-Treasurer have authority to sign cheques drawn on any of the Corporation's bank accounts.
2. Under Section 287, the signature of the mayor will be electronic.
3. In the absence of the CAO/Clerk-Treasurer, the Fire Chief/Chief Building Official is hereby authorized to sign cheques drawn on any of the Corporation's bank accounts
4. This by-law shall come into force and take effect immediately following final passing.

**READ A 1ST AND 2ND TIME** this        day of        , 2016 and **READ A  
THIRD TIME AND FINALLY ENACTED** this        day of        , 2016.

\_\_\_\_\_  
Mayor Andy Major

\_\_\_\_\_  
Margaret Hartling, CAO/Clerk-Treasurer

# 2017 REGULAR COUNCIL MEETING SCHEDULE

<b>AGENDA</b>
Item No. <u>12-01</u>
Meeting Date: <u>14</u> / <u>12</u> / <u>16</u>
D M Y

January	11	Regular Meeting
January	25	Regular Meeting
February	8	Regular Meeting
February	22	Regular Meeting
March	8	Regular Meeting
March	22	Regular Meeting
April	12	Regular Meeting
April	26	Regular Meeting
May	10	Regular Meeting
May	24	Regular Meeting
June	7	Regular Meeting
June	21	Regular Meeting
July	12	Regular Meeting
July	26	Regular Meeting
August	9	Regular Meeting
August	23	Regular Meeting
September	13	Regular Meeting
September	27	Regular Meeting
October	11	Regular Meeting
October	25	Regular Meeting
November	8	Regular Meeting
November	22	Regular Meeting
December	13	Regular Meeting

**Acting Mayors Schedule 2017:**

<b>Councillor Edward Dunnill:</b>	<b>December 2016, January-February</b>
<b>Councillor Raymond Lelievre:</b>	<b>March – April - May</b>
<b>Councillor Sheldon Plummer:</b>	<b>June – July - August</b>
<b>Councillor Peter Ruel:</b>	<b>September–October–November</b>

<b>AGENDA</b>	
Item No	12-02
Meeting Date:	14 / 12 / 16
	D                  3                  V

## Township of Manitowadge Administration Report

**Date:** December 2, 2016                  **No. CS2016-11**

**Submitted to:** Mayor & Council

**Issue:** Temporary User Fee Adjustment – Kiwissa Ski Hill

**Background:** We are currently in the process of preparing to make snow in an effort to have the hill open prior to Christmas. Snow making is only possible on 2 of the runs and the remainder of the runs currently have insufficient snow cover to ensure safe passage. With the snow making ability we will be able to open 2 runs until further snow falls naturally: The Main and The Pine.

**Discussion:** Due to the fact that skiers may only be able to access 2 of our 9 runs, consideration be given to adjusting our current User Fee schedule to better accommodate Ski Hill users who will have restricted access to our trail system.

The Community Services Department is suggesting Council consider the following:

That the User Fee which is normally set at:

- \$24.15 (Adult – 18-59)
- \$19.40 (Seniors – 60-69)
- \$17.05 (Students – 11-22)
- \$13.25 (Juniors – 10 and Under)
- \$15.00 (Legends – 70+)

for Trails requiring the use of the T-Bar Tow be adjusted temporarily to \$10.00, due to the fact that only 2 runs will be accessible (The Main and The Pine) from this tow. Should we receive additional snow fall before opening and the additional 7 trails are opened then it would be understood that the current approved 2017 User Fee rates would be reinstated.



**Financial Implications:**

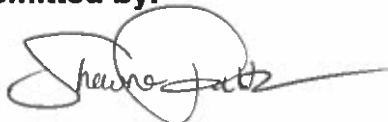
The financial implications would indicate that less revenue would be collected during this temporary rate adjustment however we will be able to open the ski hill without having all runs open.

**Options:**

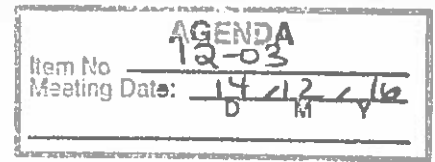
The Community Services Department asks that Council Consider the following:

1. The proposed temporary reduction of Kiwissa Ski Hill user fees to \$10.00 for Skiers utilizing the T-Bar Tow with access only to 2 Trails (The Main and The Pine) instead of the normal 9 trails, which could be off limits due to lack of snow, resulting in safety issues.
2. The above proposed User Fee adjustment would only be in effect until the remaining trail runs are opened and at that time the rates would revert back to the User Fees stated in By-Law No. 2016-27.
3. Council not approve the rate reduction and we wait until all runs are ready to open.

**Recommendation:** Council approve options 1 and 2

**Respectfully Submitted by:**

Shawna Patterson  
Director of Community Services Intern



## **Township of Manitowadge Administration Report**

**Date:** December 5, 2016      **No. CS2016-12**

**Submitted to:** Mayor & Council

**Issue:** Non- Profit/Sports Groups Process Report

**Background:** In late September 2016, the Department publicly informed all Non-Profit Organizations that they must complete and submit by October 28<sup>th</sup>, 2016 the 2017 Non- Profit/Sports Groups Application Form in order to be eligible for consideration of the following:

- 2017 Non- Profit Fees and Charges
- 2017 Municipal Non- Profit Facility Rental Agreements
- 2017 Requests to Reduce/Waive User fees and Charges
- 2017 Requests for In-Kind Township Services

A total of 11 Application Forms were received of a total of 22 mailed out. Following a review of the 11 applications, 5 groups were determined to be at a level of financial stability that did not warrant reduced user fees and charges rates. The Manitowadge Curling Club, The Manitowadge Fitness Club, Manitowadge Economic Development Corporation, Manitowadge Skatepark and Manitowadge Crimestoppers.

The threshold used to determine financial stability was \$3,500, based on established past practice. These were groups who demonstrated their ability to carry forth revenues in excess of \$3,500 from one fiscal year to the next.

As part of this process groups were also asked to outline any 2017 requests they had of the Township.

**Discussion:** Resulting from my review process there are a total of 6 Non - Profit Organizations who met the outlined requirements of this process and should be considered eligible to take advantage of the 2017 Non- Profit Fees and Charges for Municipal services.

I have also reviewed all of the additional requests received from the participating groups for specific requests from the Township for "reduced/waived user fees" and "charges and for in-kind services" from the Township. I have included in my recommendations below the requests I feel Council should consider at this time for 2017.

**Financial Implications:** The financial implications resulting from this review will better ensure that only those non - profit organizations in need of non - profit user fees and charges rates will be eligible for them in 2016/2017. All other groups will be subject to pay the regular rates as approved by Council for 2017. This process also provides Council with a list of requests from groups to consider.

**Options:**

- 1) Approve the following Non - Profit Groups to be eligible for 2017 Non - Profit User Fees and Charges Rates:  
Manitouwadge Copper Kings Alumni, Manitouwadge Minor Hockey Association, Manitouwadge Outdoor Enthusiasts, 1<sup>st</sup> Manitouwadge Sparks and Brownies, Northern Trails Ski Club and the Manitouwadge Family Health Team.
- 2) Approve the following Township requests from all Non - Profit/Sports Groups.
  - Manitouwadge Copper Kings Alumni – The Township waive the ice fees (2 hours) for the 2016 and 2017 Alumni Games.
  - Manitouwadge Outdoor Enthusiasts – The Township plow the parking lot and beach area at Lions Beach for the 2017 Family Fish Derby during Frosty Days on February 19<sup>th</sup>.
  - Manitouwadge 1<sup>st</sup> Sparks and Brownies – The Township allow the use of facilities to allow the Sparks and Brownies to earn their badges in Skating, Golf, Baseball and Swimming. As well waive the rental fee for a sliding party and the use of the Town BBQ.
  - Manitouwadge Fitness Centre –The Township waive the rental fee for a fundraiser to be held in the Auditorium in Spring 2017.
  - Manitouwadge Minor Hockey – The Township continue to allow MMH as well as other Recreation Centre Facility User groups use of the canteen area. The Township waive the auditorium fees for dry-land training for 2017 prior to ice installation.

- Manitouwadge Family Health Team – The Township continue to partner with the Family Health Team to provide Senior Exercise classes and Tai Chi. The Township waive venue fees for the Recreation Centre for fundraising events.
  - Manitouwadge EDC ATC Jamboree – The Township waive the fees for use of the Arena, Auditorium, and Community Clubhouse for the 2017 Jamboree
  - Manitouwadge Skatepark - The Township waive rental fees for the Rec Centre Auditorium for a planned fundraising Dinner event anticipated to be held in February/March 2017.
  - Manitouwadge Crimestoppers – The Township waive rental fees for use of the Arena for the annual Bike Rodeo. The Township agree to reduced Tournament Fees for the Fundraising Golf Tournament
- 3) Council not approve Options 1 and/or 2 and investigate other options as directed by Council.

**Recommendation:** Based on my above report I recommend that Council approve Options 1 and 2.

**Respectfully Submitted by:**

**Shawna Patterson  
Director of Community Services Intern**