

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, MARCH 25, 2020 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 March 11, 2020.

07 PETITIONS

08 CORRESPONDENCE

01 Correspondence from Mahrez Ben Belfadhel, Vice-President, Site Selection for the Nuclear Waste Management Organization to Mayor MacEachern regarding NWMO 2019 Community Well-being Investment in Siting Area Communities leaving the Site Selection Process, dated March 3, 2020.

02 Correspondence from Janet DeMille, Medical Officer of Health and CEO, Thunder Bay District Health Unit regarding Considerations to Reduce Alcohol Risk and Harm in Thunder Bay District Municipalities Related to Recent Regulatory Changes in Ontario, dated March 10, 2020.

09 REPORTS AND COMMITTEES

10 VERBAL UPDATE BY MAYOR

11 VERBAL UPDATE BY CAO/CLERK-TREASURER

12 BY-LAWS

01 Being a By-Law to Amend By-law No. 2017-15, to govern the proceedings of the Council, the calling of meetings and pertaining to the conduct of its members.

02 Being a By-law to Adopt an Acting Pay Policy.

13 BUSINESS

01 Administration Report CS2020-01 submitted by Shelley Fergusson, Director of Community Services regarding Flooring Replacement – The Golf Hut, dated March 20, 2020.

14 MOTIONS AND NOTICES OF MOTIONS

15 CLOSED SESSIONS

01 Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- 22-24 Huron Walk – Insurance Claim

16 BUSINESS ARISING FROM CLOSED SESSION

17 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN THE COUNCIL CHAMBERS, WEDNESDAY, MARCH 11, 2020 AT THE HOUR OF 7:00 P.M.

PRESENT: Mayor John MacEachern
Councillor David Arola
Councillor Kathy Hudson
Councillor Jim Moffat

ABSENT: Councillor Mike Scapinello

STAFF: Owen Cranney, Acting CAO/Fire Chief/CBCO
Joleen Keough, Acting Clerk
Chris Townes, Acting Treasurer

PUBLIC: 1

01 CALL TO ORDER

RESOLUTION NO. 2020-49

Moved by: Councillor Arola

Seconded by: Councillor Hudson

RESOLVED THAT: the Regular Meeting commence at the hour of 7:00 p.m.

AND BE IT FURTHER RESOLVED THAT: Council acknowledges that we are meeting in the Robinson-Superior Treaty area on lands that have been traditionally used by several Indigenous nations, but, we would like to pay special recognition to our closest Indigenous neighbours, the communities of Biigtigong Nishnaabeg and Pic Mobert First Nations.

We wish to recognize the long history of the First Nations and Métis peoples in our region, specifically, and show respect to them today.

CARRIED

02 ADDITIONS OR DELETIONS TO AGENDA

01 Addition to Closed Session No. 15-04: Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

- Small Claims Action

02 Deletion of Closed Session No. 15-02: Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees.

- 2 Marten Ave – Information

03 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

04 APPROVAL OF AGENDA

RESOLUTION NO. 2020-50

Moved by: Councillor Hudson

Seconded by: Councillor Arola

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 February 26, 2020.

RESOLUTION NO. 2020-51

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: the Minutes of the Regular Meeting held on February 26, 2020 are adopted as circulated.

CARRIED

07 PETITIONS

08 CORRESPONDENCE

- 01** Correspondence from Caroline Mulroney, Minister of Transportation to Mayor MacEachern dated February 27, 2020 regarding the delegation meeting at the 2020 ROMA Annual Conference.

RESOLUTION NO. 2020-52

Moved by: Councillor Arola

Seconded by: Councillor Hudson

RESOLVED THAT: correspondence item 08-01 be received and filed.

CARRIED

09 REPORTS AND COMMITTEES

- 01** Minutes of Meetings: Manitowadge Public Library Board held December 9, 2019.

RESOLUTION NO. 2020-53

Moved by: Councillor Hudson

Seconded by: Councillor Arola

RESOLVED THAT: the Minutes of Meeting of the Manitowadge Public Library held December 9, 2019, be accepted as received.

CARRIED

- 02** Minutes of Meetings: Manitowadge Municipal Housing Corporation held January 20, 2020.

RESOLUTION NO. 2020-54

Moved by: Councillor Arola

Seconded by: Councillor Moffat

RESOLVED THAT: the Minutes of Meeting of the Manitowadge Municipal Housing Corporation held January 20, 2020, be accepted as received.

CARRIED

- 03** Minutes of Meetings: Thunder Bay District Board of Health held January 15, 2020.

RESOLUTION NO. 2020-55

Moved by: Councillor Arola

Seconded by: Councillor Moffat

RESOLVED THAT: the Minutes of Meeting of the Thunder Bay District Board of Health held January 15, 2020, be accepted as received.

CARRIED

10 VERBAL UPDATE BY MAYOR**11 VERBAL UPDATE BY CAO/CLERK-TREASURER**

01 Verbal update provided by Acting CAO.

12 BY-LAWS

01 Being a By-law to Establish 2020 Services and Charges.

RESOLUTION NO. 2020-56

Moved by: Councillor Hudson

Seconded by: Councillor Arola

Being a By-law to Establish 2020 Services and Charges, be read a first and second time.

And Furthermore, be read a third time, passed and numbered as By-law No. 2020-08

CARRIED

02 Being a By-law to Amend By-law No. 2012-07 and By-law No. 2015-09, an Agreement with Stewardship Ontario for new Municipal Hazardous or Special Waste Services.

RESOLUTION NO. 2020-57

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

Being a By-law to Amend By-law No. 2012-07 and By-law No. 2015-09, an Agreement with Stewardship Ontario for new Municipal Hazardous or Special Waste Services, be read a first and second time.

And Furthermore, be read a third time, passed and numbered as By-law No. 2020-09

CARRIED

13 BUSINESS

01 Invitation from Santé Manitouwadge Health to extend an opportunity to have ongoing discussions for the potential future collaborative possibilities in relation to the health and wellness of our community.

RESOLUTION NO. 2020-58

Moved by: Councillor Arola

Seconded by: Councillor Hudson

RESOLVED THAT: Council is in receipt of the verbal update provided by Owen Cranney, Acting CAO regarding potential future collaborative possibilities in relation to the health and wellness of our community with Santé Manitouwadge Health.

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

01 Council directs staff to continue discussions with Santé Manitouwadge Health and to bring back a report to Council for consideration.

CARRIED

14 MOTIONS AND NOTICES OF MOTIONS**15 CLOSED SESSIONS**

- 01** Section 239(2)(j): a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.
- Northern Broadband
- 02** Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Small Claims Action
- 03** Section 239(2)(d): labour relations or employee negotiations.
- Acting remuneration

RESOLUTION NO. 2020-59

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

WHEREAS Section 239(4) of the *Municipal Act, 2001*, S.O. 2001, c. 25 provides 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:

- 01** Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees.
- Santé Manitouwadge Health
- 02** Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Small Claims Action
- 03** Section 239(2)(d): labour relations or employee negotiations.
- Acting remuneration

CARRIED**RESOLUTION NO. 2020-60**

Moved by: Councillor Arola

Seconded by: Councillor Moffat

RESOLVED THAT: the meeting is hereby declared to be open to the public at 8:33 p.m.

CARRIED**16 BUSINESS ARISING FROM CLOSED SESSION****RESOLUTION NO. 2020-61**

Moved by: Councillor Arola

Seconded by: Councillor Moffat

RESOLVED THAT: Council is in receipt of Administration Report ADM2020-02 submitted by Joleen Keough, Acting Clerk regarding Acting Pay.

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

- 01** Council directs staff to prepare an Acting Pay Policy for Council's consideration and approval.

CARRIED

17 ADJOURNMENT

RESOLUTION NO. 2020-62

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: the Regular Meeting adjourn at the hour of 8:35 p.m.

CARRIED

Mayor John MacEachern

Joleen Keough, Acting Clerk



NUCLEAR WASTE
MANAGEMENT
ORGANIZATION

SOCIÉTÉ DE GESTION
DES DÉCHETS
NUCLÉAIRES

AGENDA	
Item No.	08-01
Meeting Date:	25 / 03 / 2020
	D M Y

March 03, 2020

Mayor John MacEachern
Township of Manitouwadge
1 Mississauga Drive
Manitouwadge, ON
POT 2C0

Re: NWMO 2019 Community Well-being Investment in Siting Area Communities leaving the Site Selection Process

Dear Mayor MacEachern,

I am pleased to follow up with you on the establishment of a Community Well-Being Reserve Fund. In the letter of January 14, 2020, NWMO committed to giving The Township of Manitouwadge \$700,000.00 towards your Community Well-Being Reserve Fund in acknowledgement of your Community's contribution to the implementation of Canada's plan for the safe, long-term management of used nuclear fuel.

We received your By-law No. 2018-09, Motion No. 2018-120 and e-mail from CAO Owen Cranney dated February 18th, 2020, which confirm that upon receipt of the \$700,000 from NWMO for the 2019 Community Well-Being investment in Siting Area Communities leaving the Site Selection Process, Council authorizes the funds be deposited to the Township of Manitouwadge "Community Well-Being Reserve Fund".

Therefore, please find enclosed a cheque in the amount of \$700,000 as per the signed letter of agreement, dated January 14, 2020.

Once again, thank you for your involvement in this important process. We hope that these funds will advance the well-being of your community.

Sincerely,

Mahrez Ben Belfadhel
Vice-President, Site Selection



**Thunder Bay District
Health Unit**

MAIN OFFICE
999 Balmoral Street
Thunder Bay, ON
P7B 6E7
Tel: (807) 625-5900
Toll-Free in 807 area code
1-888-294-6630
Fax: (807) 623-2369

GERALDTON
P.O. Box 1360
510 Hogarth Avenue, W.
Geraldton, ON
P0T 1M0
Tel: (807) 854-0454
Speech: (807) 854-0905
Fax: (807) 854-1871

MANITOWADGE
Tel: 1-888-294-6630

MARATHON
P.O. Box 384
24 Peninsula Road
Marathon, ON
P0T 2E0
Tel: (807) 229-1820
Fax: (807) 229-3356

RED ROCK
P.O. Box 196
Superior Greenstone District
School Board Learning Centre
46 Salls Street
Suite #2
Red Rock ON P0T 2P0
Tel: (807) 886-1060
Fax: (807) 886-1096

TERRACE BAY
McCausland Hospital
208 Cartier Road
Terrace Bay, ON
P0T 1G0
Tel: (807) 825-7770
Fax: (807) 825-7774

TBDHU.COM

AGENDA	
Item No.	08-02
Meeting Date:	25 / 03 / 2020 D M Y

March 10, 2020

Via email

Attn: Thunder Bay District Municipalities

Re: Considerations to Reduce Alcohol Risk and Harm in Thunder Bay District Municipalities Related to Recent Regulatory Changes in Ontario

By now, you are most likely aware of the recent changes in alcohol regulations by the current provincial government. These changes are numerous and broad, impacting the way alcohol can be served and sold across Ontario, including at events on municipal property.

Managing alcohol-related risk and harm is an ongoing concern for municipalities, from nuisance, to violence, to public safety concerns. Alcohol consumption impacts police, EMS, fire services, municipal staff, social services, the health care system and public health. Municipal policies can mitigate harms and protect citizens from the health and safety impacts of alcohol deregulation. Many municipalities have policy tools to manage alcohol-related risk and liability at the local level, such as Municipal Alcohol Policies (MAPs).

Due to the recent regulatory changes, I strongly encourage municipalities to revise their alcohol policies to ensure that the public health and safety risks of increasing alcohol availability are reduced.

The Ontario Public Health Association has prepared a guide outlining recommended revisions to MAPs.

[Managing Alcohol at Events on Municipal Property: Considerations to Reduce Risk Due to Recent Regulatory Changes](#)

In addition to providing this information, municipalities are invited to contact Sheena Albanese, Health Promotion Planner at sheena.albanese@tbdhu.com for further resources and assistance in revising municipal policies to safeguard the health and safety of Thunder Bay District residents.

Sincerely,

Janet DeMille, MD, MPH, CCFP, FRCPC
Medical Officer of Health and Chief Executive Officer
Thunder Bay District Health Unit

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2020-__

Being a By-Law to Amend By-law No. 2017-15, to govern the proceedings of the Council, the calling of meetings and pertaining to the conduct of its members.

WHEREAS Section 10(2.6) 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 health, safety and well-being of persons;

AND WHEREAS Section 238(3.3) of the *Municipal Act, 2001*, S.O. 2001, c.25, allows electronic participation where an emergency has been declared to exist in all or part of a municipality under Section 4 or 7.0.1 of the *Emergency Management and Civil Protection Act, R.S.O. 1990*, c.E.9;

AND WHEREAS Council of the Township of Manitouwadge deems is appropriate to amend By-law No. 2017-15, to govern the proceedings of the Council, the calling of meetings and pertaining to the conduct of its members to allow for electronic participation when an emergency has been declared;

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

1. The Corporation hereby amends By-law No. 2017-05 to include:

Electronic Participation, Emergencies: During any period where an emergency has been declared to exist in all or part of the municipality under Section 4 or 7.0.1 of the *Emergency Management and Civil Protection Act*,

- a) a member of a council, of a local board or of a committee of either of them who is participating electronically in a meeting may be counted in determining whether or not a quorum of members is present at any point in time; and
- b) a member of council, of a local board or of a committee of either of them can participate electronically in a meeting that is closed to the public.

2. This By-law comes into force and takes effect upon the date of its passing.

READ A 1ST AND 2ND TIME this ____ day of March, 2020 and
READ A THIRD TIME AND FINALLY ENACTED this ____ day of March, 2020.

Mayor John MacEachern

Joleen Keough, Acting Clerk

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2020 - ____

Being a By-Law to Adopt an Acting Pay Policy.

WHEREAS the Council for the Corporation of the Township of Manitouwadge deems it appropriate to adopt an acting pay policy;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, empowers Council to pass such a policy;

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

1. That Policy No. ADM2020-01, Acting Pay Policy, herein attached as Schedule "A" to this by-law and forming an integral part of this by-law, be adopted;
2. That By-law 2015-28 is hereby repealed;
3. This By-law comes into force and takes effect on the date of its final passing.

READ A 1ST AND 2ND TIME this day of March, 2020 and
READ A THIRD TIME AND FINALLY ENACTED this day of March, 2020.

Mayor John MacEachern

Joleen Keough, Acting Clerk

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

SECTION: Administration POLICY: Acting Pay Policy	POLICY #: ADMIN2020-01 Schedule "A"
POLICY STATEMENT: To ensure that municipal operations continue in an orderly and efficient manner by filling temporary vacancies with an acting position, and to develop a consistent guideline for remunerating employees who fill management positions. SCOPE: This policy applies to all non-union permanent employees working with the Township of Manitouwadge.	
POLICY GUIDELINE: 1. ACTING PAY DEFINITION Acting pay is defined as additional compensation received by a regular employee who temporarily assumes the duties of another position. 2. ACTING APPOINTMENT 2.1 CAO Should a temporary vacancy occur in this position, Council will appoint a replacement in the acting position. 2.2 Management Positions Should a temporary vacancy occur in any management position, the CAO, and if appropriate, the Department Manager, will appoint a replacement in the acting position.	

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

3. ACTING UP TO THREE (3) WEEKS

Should an acting position reach three (3) weeks, and the original employee returns to duty at that time, the employee in the acting position will be paid one week compensation.

4. REMUNERATION

In the case of an employee acting for three (3) weeks or longer, the candidate appointed to the acting position will receive remuneration over and above their present wage in the amount of:

- 4.1 An additional twelve (12) hours per week at their present hourly rate x one and a half (1.5). (ie: present wage x 1.5 x 12hrs).

5. TRANSITION PERIOD

If an acting position becomes vacant and a replacement employee is hired, the employee in the temporary acting position will receive an additional four (4) week period of compensation to assist the incumbent in their new position.

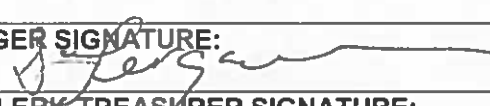
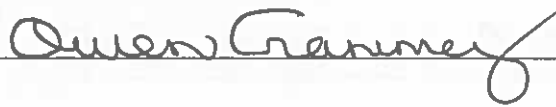
6. ADDITIONAL TERMS

As directed and approved by Council.

Approval: _____	Resolution #2020- _____
<input type="checkbox"/> CAO/Clerk-Treasurer <input type="checkbox"/> Deputy Clerk	Council Meeting of: ___/___/___
Supersedes Policy # _____	Dated: ___/___/___ Original Issue: <input type="checkbox"/> Revised Issue: <input type="checkbox"/>

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

ADMINISTRATION REPORT

SUBJECT: Flooring Replacement – The Golf Hut		REPORT NUMBER: CS2020-01
PREPARED BY: Shelley Fergusson – Director of Community Services		PAGE 1 OF 3
DATE: March 20, 2020	REVISION DATE:	
MANAGER SIGNATURE: 	FOR CONSIDERATION: OPEN SESSION <input checked="" type="checkbox"/> CLOSED <input type="checkbox"/>	
CAO/CLERK-TREASURER SIGNATURE: 		
REFERRED TO:		
ATTACHMENTS:		

BACKGROUND:

In 2019 budget, \$19400.00 was allotted for Clubhouse kitchen upgrade intended for the purpose of purchase and install new appliances. Request has been made to carry over to 2020 Recreation Capital budget.

Upon further inspection of the kitchen floor at the Clubhouse, it has been determined that the deteriorating flooring should be replaced prior to the appliance installation initiating.

COMMENTARY:

Quotes have been requested to purchase and install safety flooring prior to the installation of the new kitchen appliances as a means to prevent possible employee slips, trips, or falls. The scope of work includes the following:

1. Remove existing flooring.
2. Purchase 600 sq. ft of safety flooring.
3. Installation.

The quotes are summarized below:

Company	Number of Days	Cost
1. M & P Flooring, Thunder Bay ON	2	\$8740.00
2. R & R Flooring, Thunder Bay ON	2	\$11814.27
Requested quotes from Zeigel Thunder Bay	No bid	
Custom Floor Covering, Rosspport ON	No bid	
Pierce Floorcraft	No bid	

The quotes do not include travel, accommodations and meals which will need to be included in the costs and are estimated to be \$500 per day.

It will take approximately six weeks for a manufacturer to deliver the flooring material to the contractor. Quotes have estimated two days to complete the flooring installation. Installation of the appliances is expected to take 2 days and was budgeted for in the 2019 Capital Request.

Efficient and effective project management warrants that staff coordinate the purchase and installation of the flooring and appliances prior to the gas fitter installing the new appliances. Replacing the deteriorating existing flooring would eliminate doubling the cost of a gas fitter performing the required hook up as well as the labour costs to move the appliances, while addressing the safety and wellbeing of our employees.

Ideally, staff would like to complete the kitchen project prior to the opening of the Golf Hut, estimated to be on May 01, 2020.

FINANCIAL IMPLICATIONS:

The estimated cost for the purchase and installation of the safety flooring in the kitchen and bar area at the Clubhouse is \$10,000 including travel, accommodation and meals.

ACCESSIBILITY IMPLICATIONS:

The second floor of the Clubhouse, where the kitchen and restaurant are located, is not currently accessible.

Staff are looking into funding opportunities to ensure facilities within the Township are AODA compliant.

IN CONSULTATION WITH:

Owen Cranney, Acting Chief Administrative Officer

Chris Townes, Acting Treasurer

RECOMMENDATION:

THAT Council approve \$10,000 in advance from the 2020 Revenue Fund for the purchase and installation of safety flooring in the Clubhouse kitchen and bar area.