

SPECIAL MEETING OF COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, TO BE HELD IN THE COUNCIL CHAMBERS, MUNICIPAL ADMINISTRATION COMPLEX, MANITOUWADGE, ONTARIO, ON THURSDAY, APRIL 2, 2020 AT THE HOUR OF 7:00 P.M.

AGENDA

01 CALL TO ORDER

02 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

03 APPROVAL OF AGENDA

04 DELEGATIONS AND PRESENTATIONS

05 BUSINESS

01 Verbal update from Owen Cranney, Acting CAO/Emergency Management Coordinator regarding Covid-19.

02 Administration Report TR2020-04 submitted by Chris Townes, Acting Treasurer regarding Deferral of Water Rate Increase, dated April 1, 2020.

03 Administration Report TR2020-05 submitted by Chris Townes, Acting Treasurer regarding Extended financial authority to municipal councils, dated April 1, 2020.

04 Administration Report EDO2020-03 submitted by Florence MacLean, Economic Development Officer regarding Community Revitalization Planning Study and Municipal Branding Project, dated April 1, 2020.

06 CLOSED SESSIONS

01 Section 239(2)(a): the security of the property of the municipality or local board.

- Municipal Infrastructure

02 Section 239(2)(d): labour relations or employee negotiations.

- Operations Plan

07 BUSINESS ARISING FROM CLOSED SESSION


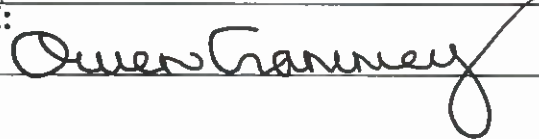
08 ADJOURNMENT



THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

ADMINISTRATION REPORT

AGENDA	
Item No. <u>05-02</u>	
Meeting Date: <u>03 / 04 / 2020</u>	

SUBJECT: Deferral of increase to water/sewer rates per user fee by-law 2020-02		REPORT NUMBER: TR2020-04
PREPARED BY: Chris Townes – Deputy Treasurer		PAGE 1 OF 2
DATE: 01-Apr-2020	REVISION DATE:	
MANAGER SIGNATURE: 	FOR CONSIDERATION: OPEN SESSION <input checked="" type="checkbox"/> CLOSED	
CAO/CLERK-TREASURER SIGNATURE: 		
REFERRED TO:		
ATTACHMENTS:		

BACKGROUND:

Annually council passes a by-law to establish fees for services and charges. A 5% increase to Water and Sewer rates is scheduled to take effect for the 2nd quarter utility billing (April, May, June).

COMMENTARY:

With the Covid-19 pandemic continuing, the need to continuously clean/disinfect surfaces and wash hands etc. to protect each other is number one priority.

Many residents are unable to work due to health risks and other issues such as child care and local businesses have been forced to close due to the provincial emergency order.

All residents have been encouraged to stay home (physically isolate) while local businesses remain open to provide essential services to the community.

As this pandemic continues, financial hardship is increasing and there is an increase in water consumption due to extra cleaning/disinfecting, hand washing and laundry etc. which provide additional water/sewer costs.

As a municipality we should encourage the continuous cleaning/disinfecting, and hand washing etc; to support our residents health and assist with our local business added costs due to Covid-19, administration asks Council to review the current water/sewer charges increase for the 2020 year and defer the 5% increase until a later billing period.

FINANCIAL IMPLICATIONS:

Administration will re-calculate the estimated water/sewer revenues in the proposed 2020 annual operating budget.

ACCESSIBILITY IMPLICATIONS:

N/A

IN CONSULTATION WITH:

Owen Cranney – CAO (A)

Terry Bangs – Public Works Superintendent

RECOMMENDATION:

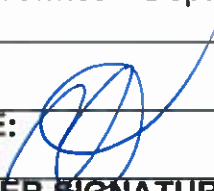
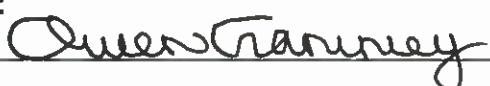
Administration recommends that Council approves the deferral of the water/sewer rate increase until the third quarter utility billing (open to further review as this time approaches) to assist with reliving financial hardship during this Covid-19 pandemic.



THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

ADMINISTRATION REPORT

AGENDA	
Item No. <u>05-03</u>	
Meeting Date: <u>02 / 04 / 2020</u>	

SUBJECT: Extended financial authority to municipal councils	REPORT NUMBER: TR2020-05
PREPARED BY: Chris Townes – Deputy Treasurer	PAGE 1 OF 2
DATE: 01-Apr-2020	REVISION DATE:
MANAGER SIGNATURE: 	FOR CONSIDERATION: OPEN SESSION <input checked="" type="checkbox"/> CLOSED
CAO/CLERK-TREASURER SIGNATURE:	
REFERRED TO:	
ATTACHMENTS:	

BACKGROUND:

Covid-19 has created financial implications in which the Provincial Government under the state of emergency has provided municipal councils with extended authorities in relation to municipal finance activities.

COMMENTARY:

Municipalities have the flexibility to provide tax relief within the fiscal year in a variety of ways. For example, municipalities could consider their billing policies and applicable by-laws and explore whether to extend instalment due dates, extend periods to pay without interest, reduce interest rates on overdue taxes, and target assistance for sickness, low-income seniors and low-income persons with disabilities, or where taxes are deemed unduly burdensome. A number of municipalities have implemented property tax deferrals. In addition, short term relief can also be provided for municipal service fees, i.e., for water and waste management, within the fiscal year. In light of concerns around evictions, municipalities may also wish to review their tax sale policies, particularly in relation to residential property.

FINANCIAL IMPLICATIONS:

ACCESSIBILITY IMPLICATIONS:

IN CONSULTATION WITH:

AMO

Owen Cranney CAO (A)

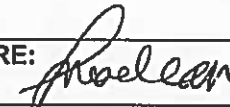
Northern Service Alliance – Municipal Tax Experts

RECOMMENDATION:

That Council approves the deferral of the 09-Apr-2020 tax sale until 21 days after the provincial state of emergency is lifted and that our tax/utility billing and collection policies be reviewed at the Regular Meeting of Council scheduled on 22-Apr-2020.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

ADMINISTRATION REPORT

SUBJECT: Community Revitalization Planning Study and Municipal Branding Project		REPORT NUMBER: E002020-03
PREPARED BY: Florence MacLean, Economic Development Officer		PAGE 1 OF 3
DATE: April 1, 2020	REVISION DATE:	
MANAGER SIGNATURE: 	FOR CONSIDERATION: OPEN SESSION <input checked="" type="checkbox"/> CLOSED SESSION <input type="checkbox"/>	
CAO/CLERK-TREASURER SIGNATURE:		
REFERRED TO:		
ATTACHMENTS: none		

BACKGROUND:

On September 25, 2019 Council provided support to undertake a Community Revitalization Planning Study, including a traffic study, along with the development of a Community Improvement Plan. The Plans are intended to be a 20-year guiding document which will address all five themes identified in the Community Strategic Plan, 2017.

The contract was awarded to FormStudio Architects and was anticipated to be complete by March 31, 2020.

Also, on September 25, 2019 Council directed staff to hire a communications consultant to undertake a public consultation process into the design of a new municipal logo and that Council would be provided with a logo design at the completion of the project for review and consideration for adoption.

Firedog Communications was hired to complete the branding project and was also estimated to be complete by March 31, 2020.

On November 6, 2019 Council provided support to establish the Community Revitalization Advisory Committee with a mandate to participate in the development of the Community Revitalization Planning Study and Municipal Rebranding project. Council also appointed Councillor Jim Moffat at the Council representative to the Committee.

On December 11, 2019 Council appointed four members to the Community Revitalization Advisory Committee which held their first meeting on January 15, 2020.

COMMENTARY:

A project start-up meeting was held in Manitowadge on February 24, 2020 with staff from FormStudio Architects, KGS Engineering and the Township. Additionally, staff from FormStudio met with the Community Revitalization Advisory Committee the same evening to outline the scope of the project and timelines. At that time it was determined that a Public Open House would be held in April 2020 to encourage input from local residents. At that time it was determined that the project completion date would be amended to August 2020.

Firedog Communications held a public consultation session on January 23, 2020 in Manitowadge and additionally, online and print surveys were also made available to collect input from local residents throughout December 2019 and January 2020.

Firedog Communications provided staff with a Brand Positioning document to narrow down the brand options which was to be presented to the Community Revitalization Advisory Committee for their review, consideration and recommendation at their regularly scheduled meeting on March 24, 2020. However, due to the COVID-19 pandemic and information coming in from the province with regard to office closures, it was determined that the meeting would be cancelled.

The province later provided municipalities with the ability to host Council meetings online.

Staff are requesting that Council consider allowing Committees of Council to also meet online to ensure that projects undertaken prior to COVID-19 can continue and that alternate methods for public consultation be considered to allow the projects to proceed and ensure their completion prior to the end of 2020.

Both projects have the ability to generate positive outcomes and due to physical and social distancing requirements as a result of COVID-19, residents may have more time to participate in online public consultation opportunities. Staff and the consultants will look into the use of podcasts, Zoom, Survey Monkey, Facebook and other social media options to solicit input.

Additionally, a maildrop option will be considered to ensure that residents who do not have access to a computer or who do not use social media can also participate.

FINANCIAL IMPLICATIONS:

There may be costs associated with printing and mailing out information to residents. These costs would be minimal and less than \$1000. The Township is currently paying for subscriptions to use the services of Zoom and Survey Monkey. There is no cost to use Facebook.

ACCESSIBILITY IMPLICATIONS:

There are no accessibility implications with the proposed strategy and online and print public engagement may increase participate compared to hosting a public open house.

IN CONSULTATION WITH:

- Owen Cranney, Acting CAO
- Kim McKee, FormStudio Architects
- Stephanie Ash, Firedog Communications

RECOMMENDATION:

THAT Council approve the use of social media to gather public input for the Community Revitalization Planning Study; and further,

THAT Council approve the use of online meeting options for Committees of Council in order for their meetings to continue.