



**Corporation of the  
Township of Manitouwadge**

**REGULAR COUNCIL MEETING MINUTES**  
**Wednesday, April 14, 2021**  
7:00 PM in the Council Chambers

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**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE  
CORPORATION OF THE TOWNSHIP OF MANITOUWADGE**

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

**ABSENT:** Councillor Mike Scapinello

**STAFF:** Florence MacLean, CAO  
Joleen Keough, Clerk  
Marcel DeMars, MLEO  
Chris Townes, Treasurer  
Owen Cranney, Fire Chief/CBCO  
Darren MacKenzie, Public Works Superintendent

**PUBLIC:** 3 – via Zoom

Mike Tocher, Thinc Design Inc.  
Leandra Correale Ferguson, Thinc Design Inc.  
Mary Catherine Mehak, Thinc Design Inc.

**01 CALL TO ORDER**

**RESOLUTION NO. 2021-101**

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

**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 Moberg 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**

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

**04 APPROVAL OF AGENDA**

**RESOLUTION NO. 2021-102**

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

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

**CARRIED**

**05 DELEGATIONS AND PRESENTATIONS**

- 01** Presentation by Thinc Designs Inc. regarding the Township of Manitouwadge Recreation, Parks and Facilities Master Plan.

Administration Report ADM2021-03 submitted by Florence MacLean, CAO regarding the Recreation, Parks and Facilities Master Plan, dated April 14, 2021.

**RESOLUTION NO. 2021-103**

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

**RESOLVED THAT:** Council receives, with thanks, the Recreation, Parks and Facilities Master Plan (the Plan) as presented by Thinc Design Inc.;

**AND BE IT FURTHER RESOLVED:** Council considers the Plan during both the Strategic Planning session scheduled in May 2021 and budget deliberations scheduled for June 2021.

**CARRIED**

**06 ADOPTION OF MINUTES OF PREVIOUS MEETINGS**

- 01** Minutes of the Regular Meeting held March 24, 2021.

**RESOLUTION NO. 2021-104**

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

**RESOLVED THAT:** the Minutes of the Regular Meeting held on March 24, 2021 are adopted as circulated.

**CARRIED**

**07 PETITIONS****08 CORRESPONDENCE**

- 01** Request to support Motion No. 069/21 regarding urgent delivery of vaccines for all Northern rural municipalities, from the Council of the Town of Marathon, dated April 5, 2021

**RESOLUTION NO. 2021-105**

Moved by: Councillor Arola

Seconded by: Councillor Moffat

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

**CARRIED**

**09 REPORTS AND COMMITTEES**

- 01** 2020 Council Remuneration & Expenses Statement, as required under *Municipal Act*, s. 284(1).

**RESOLUTION NO. 2021-106**

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

**RESOLVED THAT:** Council is in receipt of the 2020 Council Remuneration and Expenses, as required under the *Municipal Act, 2001*, s. 284(1), and that it be accepted as received.

**CARRIED**

**10 VERBAL UPDATE BY MAYOR**

**11 VERBAL UPDATE BY CAO**

**01** Verbal update provided by CAO.

**12 BY-LAWS**

**01 Being a By-Law to** Authorize the Delivery of Marriage Solemnization Services through the Office of the Clerk for the Corporation of the Township of Manitouwadge.

Administration Report ADM2021-04 submitted by Joleen Keough, Clerk regarding Marriage Solemnization Services, dated April 8, 2021.

**RESOLUTION NO. 2021-107**

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

**Being a By-law to** Authorize the Delivery of Marriage Solemnization Services through the Office of the Clerk for the Corporation of the Township of Manitouwadge, **be read a first and second time.**

**And Furthermore,** be read a third time, passed and numbered as **By-law No. 2021-12.**

**CARRIED**

**RESOLUTION NO. 2021-108**

Moved by: Councillor Moffat

Seconded by: Councillor Arola

**RESOLVED THAT:** Council is in receipt of Administration Report ADM2021-04 submitted by Joleen Keough, Clerk regarding Marriage Solemnization Services;

**AND BE IT FURTHER RESOLVED THAT:** upon conclusion of Council’s review and consideration:

**01** Council approves the By-law to authorize the delivery of marriage solemnization services through the office of the Clerk for the Corporation of the Township of Manitouwadge; and further,

That a fee schedule for marriage services be brought back for consideration at the next meeting of Council.

**CARRIED**

**02 Being a By-Law to** Regulate the Installation, Repair, Replacement, Inspection or Alteration of a Water Meter and to Establish a System of Recourse and Penalties for the purposes of Enforcing the By-Law.

Administration Report FBA2021-02 submitted by Marcel DeMars, Municipal Law Enforcement Officer regarding Water Meter By-law, dated March 29, 2021.

**RESOLUTION NO. 2021-109**

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

**Being a By-law to** Regulate the Installation, Repair, Replacement, Inspection or Alteration of a Water Meter and to Establish a System of Recourse and Penalties for the purposes of Enforcing the By-Law, **be read a first and second time.**

**And Furthermore,** be read a third time, passed and numbered as **By-law No. 2021-13.**

**CARRIED**

- 03** Being a **By-Law** to Delegate Signing Authority for Cheques drawn on the Corporation's Bank Accounts.

**RESOLUTION NO. 2021-110**

Moved by: Councillor Arola

Seconded by: Councillor Moffat

**Being a By-law** to Delegate Signing Authority for Cheques drawn on the Corporation's Bank Accounts, **be read a first and second time.**

**And Furthermore**, be read a third time, passed and numbered as **By-law No. 2021-14.**

**CARRIED**

**13 BUSINESS**

- 01** Administration Report ADM2021-05 submitted by Florence MacLean, CAO regarding Establishment of a Personnel Policy Binder, dated April 14, 2021.

**RESOLUTION NO. 2021-111**

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

**RESOLVED THAT:** Council is in receipt of Administration Report ADM2021-05 submitted by Florence MacLean, CAO regarding Establishment of a Personnel Policy Binder;

**AND BE IT FURTHER RESOLVED THAT:** upon conclusion of Council's review and consideration:

- 01** Council approves the establishment of Personnel Policies that will guide the Corporation with regard to the administration of Human Resources; and further,

That Council approves Personnel Policy No. 2021-1, the Applicability of Procedures/Definition of Employee.

**CARRIED**

**14 MOTIONS AND NOTICES OF MOTIONS**

**15 CLOSED SESSIONS**

**16 BUSINESS ARISING FROM CLOSED SESSION**

**17 ADJOURNMENT**

**RESOLUTION NO. 2021-112**

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

**RESOLVED THAT:** the Regular Meeting adjourn at the hour of 7:33 p.m.

**CARRIED**

Original Signed By:

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John MacEachern  
Mayor John MacEachern

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Joleen Keough  
Joleen Keough, Clerk