



**Corporation of the
Township of Manitouwadge**

REGULAR COUNCIL MEETING MINUTES
Wednesday, August 11, 2021
7:00 PM in the Council Chambers

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

PRESENT: Mayor John MacEachern
Councillor Kathy Hudson
Councillor Jim Moffat
Councillor Mike Scapinello

ABSENT: Councillor David Arola

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

PUBLIC: 0

01 CALL TO ORDER

RESOLUTION NO. 2021-223

Moved by: Councillor Moffat

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 Agenda Item No 13-04:

- **Being a By-law to** Designate a Community Improvement Project Area for the Township of Manitouwadge.

02 Addition to Agenda Item No. 13-05:

- **Being a By-law to** Adopt a Community Improvement Plan for the Township of Manitouwadge.

03 Addition to Agenda Item No. 15-04:

- Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees;
&
Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
 - Personnel Matter

03 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

04 APPROVAL OF AGENDA

RESOLUTION NO. 2021-224

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: the agenda be approved as amended.

CARRIED

05 DELEGATIONS AND PRESENTATIONS

06 ADOPTION OF MINUTES OF PREVIOUS MEETINGS

- 01** Minutes of the Special Meeting held July 14, 2021.

RESOLUTION NO. 2021-225

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: the Minutes of the Special Meeting held on July 14, 2021 are adopted as circulated.

CARRIED

- 02** Minutes of the Regular Meeting held July 14, 2021.

RESOLUTION NO. 2021-226

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

RESOLVED THAT: the Minutes of the Regular Meeting held on July 14, 2021 are adopted as amended.

CARRIED

07 PETITIONS

08 CORRESPONDENCE

- 01** Correspondence from Michael Mantha, MPP Algoma-Manitoulin regarding correspondence from the Solicitor General concerning the closure of the Ontario Fire College Gravenhurst campus, dated July 12, 2021.
- 02** Correspondence from the City of Sarnia regarding endorsement for the resolution by the Town of Fort Erie requesting the Federal Government cease further consideration of eliminating capital gains tax exemptions on primary residences, dated July 21, 2021.

RESOLUTION NO. 2021-227

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: correspondence items 08-01 to 08-02 be received and filed.

CARRIED

09 REPORTS AND COMMITTEES

Minutes of Meetings: Thunder Bay District Social Services Administration Board held June 17, 2021 (Regular) and June 17, 2021 (Closed).

RESOLUTION NO. 2021-228

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

RESOLVED THAT: the minutes of Meeting of the Thunder Bay District Social Services Administration Board held June 17, 2021 (Regular) and June 17, 2021 (Closed), be accepted as received.

CARRIED

10 VERBAL UPDATE BY MAYOR

11 VERBAL UPDATE BY CAO

01 Verbal update provided by CAO.

12 BUSINESS

01 Administration Report PW2021-05 submitted by Darren MacKenzie, Public Works Superintendent regarding 2021 Drinking Water System Financial Plan, dated August 11, 2021.

RESOLUTION NO. 2021-229

Moved by: Councillor Moffat

Seconded by: Councillor Scapinello

RESOLVED THAT: Council is in receipt of Administration Report PW2021-05 submitted by Darren MacKenzie, Public Works Superintendent regarding the 2021 Drinking Water System Financial Plan;

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

01 THAT Report No. PW2021-05 RE: 2021 Drinking Water System Financial Plan prepared by Ontario Clean Water Agency (OCWA), be received; and further,

THAT Council accepts the attached Drinking Water System Financial Plan as prepared; and further,

THAT Council approves the attached Drinking Water System Financial Plan be submitted to the MECP for the purpose of the Township's Municipal Drinking Water Licence Renewal.

CARRIED

- 02 Administration Report ADM2021-29 submitted by Joleen Keough, Clerk regarding Trespass to Property Procedures Policy, dated August 11, 2021.

RESOLUTION NO. 2021-230

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: Council is in receipt of Administration Report ADM2021-29 submitted by Joleen Keough, Clerk regarding a Trespass to Property Procedures Policy;

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

- 01 **THAT** Council approves the Trespass to Property Procedures Policy; and further,

THAT Council directs staff to immediately implement the policy and post it to the Municipal website for public information.

CARRIED

- 03 Administration Report FBA2021-07 submitted by Owen Cranney, Fire Chief/CBCO regarding Ministry of Municipal Affairs and Housing – Application for Consent, dated July 29, 2021.

RESOLUTION NO. 2021-231

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

RESOLVED THAT: Council is in receipt of Administration Report FBA2021-07 submitted by Owen Cranney, Fire Chief/CBCO regarding a Ministry of Municipal Affairs and Housing – Application for Consent;

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

- 01 **THAT** Council recommends consent be given and authorizes staff to proceed with the consent and provide notice to MMAH.

CARRIED

- 04 Administration Report FBA2021-08 submitted by Marcel DeMars, Municipal Law Enforcement Officer regarding Off-Road Vehicles Bylaw, dated August 11, 2021.

RESOLUTION NO. 2021-232

Moved by: Councillor Moffat

Seconded by: Councillor Scapinello

RESOLVED THAT: Council is in receipt of Administration Report FBA2021-08 submitted by Marcel DeMars, Municipal Law Enforcement Officer regarding the ATV By-law;

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

- 01 **THAT** Council approves the new Off-Road Vehicles By-law.

CARRIED

- 05 Administration Report ADM2021-30 submitted by Florence MacLean, CAO regarding Noise Bylaw, Third Reading, dated August 11, 2021.

RESOLUTION NO. 2021-233

Moved by: Councillor Moffat

Seconded by: Councillor Scapinello

RESOLVED THAT: Council is in receipt of Administration Report ADM2021-30 submitted by Florence MacLean, CAO regarding a Noise Bylaw, Third Reading;

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

- 01 **THAT** Council passes the final reading of the Noise Bylaw, as presented at the August 11, 2021 Council meeting, Being a Bylaw to Prohibit Noise within the Township of Manitouwadge; and further,

THAT Council rescinds Bylaw 98-09, Being a Bylaw to Control Noise.

CARRIED

- 06 Administration Report ADM2021-31 submitted by Florence MacLean, CAO regarding Personnel Policies, dated August 11, 2021.

RESOLUTION NO. 2021-234

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: Council is in receipt of Administration Report ADM2021-31 submitted by Florence MacLean, CAO regarding Personnel Policies;

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

- 01 **THAT** Council approves Personnel Policy No. 2021-19, Employment of Relatives Policy; and further,

THAT Council approves Personnel Policy No. 2021-37, Smoking in the Workplace; and further,

THAT Council approves Personnel Policy No. 2021-41, Job Evaluation Procedure.

CARRIED

- 07 Administration Report ADM2021-32 submitted by Florence MacLean, CAO regarding 2021-2025 Strategic Plan, dated August 11, 2021.

RESOLUTION NO. 2021-235

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

RESOLVED THAT: Council is in receipt of Administration Report ADM2021-32 submitted by Florence MacLean, CAO regarding the 2021-2025 Strategic Plan;

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

- 01 **THAT** Council approves the 2021-2025 Strategic Plan as presented at the August 11, 2021 Council Meeting; and further,

THAT Council directs staff to post the Strategic Plan to the website for public information; and further,

THAT Council directs staff to schedule a one-year review of the Strategic Plan to update Council on the progress of identified action items and assessment on emerging priorities in May 2022.

CARRIED

- 08** Administration Report ADM2021-33 submitted by Florence MacLean, CAO regarding Community Improvement Plan (CIP), dated August 11, 2021.

RESOLUTION NO. 2021-236

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: Council is in receipt of Administration Report ADM2021-33 submitted by Florence MacLean, CAO regarding a Community Improvement Plan (CIP);

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

- 01** **THAT** Council approves the Community Improvement Plan as presented; and further,

THAT Council authorizes staff to notify the Ministry of Municipal Affairs and Housing of the approval of the Community Improvement Plan following the required 20 day waiting period, if there are no appeals made; and further,

THAT staff develop a Community Improvement Program and associated budget to bring back to Council in December 2021 for review.

CARRIED

- 09** Administration Report ADM2021-34 submitted by Florence MacLean, CAO regarding Manitou Road Water Distribution and Road Upgrade, dated August 11, 2021

RESOLUTION NO. 2021-237

Moved by: Councillor Moffat

Seconded by: Councillor Scapinello

RESOLVED THAT: Council is in receipt of Administration Report ADM2021-34 submitted by Florence MacLean, CAO regarding Manitou Road Water Distribution and Road Upgrade;

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

- 01** **THAT** Council approves the following applications be made for Manitou Road West:

ICIP – water distribution mains;

NOHFC – road and sidewalk replacement, bike lane and sanitary sewer main replacement;

FedNor – road and sidewalk replacement, bike lane and sanitary sewer main replacement; and further,

THAT Council commits to fund the remaining balance of the project costs, estimated at \$1,266,700.

CARRIED

13 BY-LAWS

- 01 Being a By-law to Regulate Noise within the Municipality of Manitouwadge.**

RESOLUTION NO. 2021-238

Moved by: Councillor Moffat

Seconded by: Councillor Scapinello

Being a By-law to Regulate Noise within the Municipality of Manitouwadge, be read a third time, passed and numbered as By-law No. 2021-27.

CARRIED

- 02 Being a By-law to Prohibit the Operation of Off-Road Vehicles on some Roads and Properties within the Township of Manitouwadge.**

RESOLUTION NO. 2021-239

Moved by: Councillor Moffat

Seconded by: Councillor Scapinello

Being a By-law to Prohibit the Operation of Off-Road Vehicles on some Roads and Properties within 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. 2021-28.

CARRIED

- 03 Being a By-law to Adopt a Trespass to Property Procedure Policy.**

RESOLUTION NO. 2021-240

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

Being a By-law to Adopt a Trespass to Property Procedures Policy, be read a first and second time.

And Furthermore, be read a third time, passed and numbered as By-law No. 2021-29.

CARRIED

- 04 Being a By-law to Designate a Community Improvement Project Area for the Township of Manitouwadge.**

RESOLUTION NO. 2021-241

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

Being a By-law to Prohibit the Operation of Off-Road Vehicles on some Roads and Properties within 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. 2021-30.

CARRIED

- 05 Being a By-law to Adopt a Community Improvement Plan for the Township of Manitouwadge.**

RESOLUTION NO. 2021-242

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

Being a By-law to Adopt a Community Improvement Plan for 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. 2021-31.

CARRIED

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

- 01** Section 239(2)(c): a proposed or pending acquisition or disposition of land by the municipality or local board.
- Land disposition
- 02** Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees.
- Personnel Matter
- 03** Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Small Claims Action
- 04** Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees;
&
Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Personnel Matter

RESOLUTION NO. 2021-243

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)(c): a proposed or pending acquisition or disposition of land by the municipality or local board.
- Land disposition
- 02** Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees.
- Personnel Matter
- 03** Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Small Claims Action
- 04** Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees;
&
Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- Personnel Matter

CARRIED

RESOLUTION NO. 2021-244

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: the meeting is hereby declared to be open to the public at 8:28 p.m.

CARRIED

16 BUSINESS ARISING FROM CLOSED SESSION

17 CONFIRMATORY BY-LAW

- 01 Being a By-law to Confirm the Proceedings of the Council of the Township of Manitouwadge at its meeting held on Wednesday, August 11, 2021.**

RESOLUTION NO. 2021-245

Moved by: Councillor Hudson

Seconded by: Councillor Moffat

Being a By-law to Confirm the Proceedings of the Council of the Township of Manitouwadge at its meeting held on Wednesday, August 11, 2021, be read a first and second time.

And Furthermore, be read a third time, passed and numbered as **By-law No. 2021-32.**

CARRIED

18 ADJOURNMENT

RESOLUTION NO. 2021-246

Moved by: Councillor Moffat

Seconded by: Councillor Hudson

RESOLVED THAT: the Regular Meeting adjourn at the hour of 8:29 p.m.

CARRIED

Original Signed By:

Acting Mayor Jim Moffat
Mayor John MacEachern

Joleen Keough
Joleen Keough, Clerk