



**Corporation of the  
Township of Manitouwadge**

**REGULAR COUNCIL MEETING MINUTES**  
**Wednesday, September 8, 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:** Acting Mayor Jim Moffat  
 Councillor David Arola – via Teleconference  
 Councillor Kathy Hudson  
 Councillor Mike Scapinello

**ABSENT:** Mayor John MacEachern

**STAFF:** Florence MacLean, CAO  
 Joleen Keough, Clerk  
 Chris Townes, Treasurer  
 Darren MacKenzie, Public Works Superintendent  
 Marcel DeMars, Municipal Law Enforcement Officer

**PUBLIC:** 0

**01 CALL TO ORDER**

**RESOLUTION NO. 2021-247**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**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.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

**02 ADDITIONS OR DELETIONS TO AGENDA**

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

**04 APPROVAL OF AGENDA**

**RESOLUTION NO. 2021-248**

Moved by: Councillor Scapinello

Seconded by: Councillor Hudson

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

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

**05 DELEGATIONS AND PRESENTATIONS**

**06 ADOPTION OF MINUTES OF PREVIOUS MEETINGS**

**01** Minutes of the Regular Meeting held August 11, 2021.

**RESOLUTION NO. 2021-249**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**RESOLVED THAT:** the Minutes of the Regular Meeting held on August 11, 2021 are adopted as circulated.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

**07 PETITIONS**

**08 CORRESPONDENCE**

**01** Correspondence from Suzanne Kukko, North Shore Tourism Coordinator regarding the Lake Superior North Shore Tourism Project Report to Communities, dated July 15, 2021.

**RESOLUTION NO. 2021-250**

Moved by: Councillor Scapinello

Seconded by: Councillor Hudson

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

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

**09 REPORTS AND COMMITTEES**

**10 VERBAL UPDATE BY MAYOR**

**01** Verbal update provided by Acting Mayor.

**11 VERBAL UPDATE BY CAO**

**01** Verbal update provided by CAO.

**12 BUSINESS**

**01** Invitation from Claudette Gleeson, President of Association des francophones du Nord-Ouest de l’Ontario (AFNOO) regarding Raising of the Franco-Ontarian flag in Manitowadge, and Proclamation for Franco-Ontarian Day.

**RESOLUTION NO. 2021-251**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**WHEREAS** on May 18<sup>th</sup>, 2010, the Legislative Assembly of Ontario enacted the Franco-Ontarian Day Act, 2010 proclaiming September 25<sup>th</sup> in each year as Franco-Ontarian Day;

**WHEREAS** the Franco-Ontarian Day Act recognizes that Franco-Ontarians commemorate September 25<sup>th</sup> to celebrate their language and heritage and anniversary of the first unveiling of the Franco-Ontarian flag in Sudbury in 1975; the Franco-Ontarian Emblem Act, 2001 recognizes the flag as the emblem of the Francophone community of Ontario.

**WHEREAS** by proclaiming September 25<sup>th</sup> as Franco-Ontarian Day, this Act officially recognizes the contributions of the Francophone community of Ontario to the social, economic and political life of the Province and the community’s importance in Ontario’s society;

**WHEREAS** French is one of the two official languages of Canada; French language has been spoken in Ontario since the 17<sup>th</sup> century and September 25<sup>th</sup>, 2021 marks the 20<sup>th</sup> year anniversary since the Ontario government recognized the Franco-Ontarian Flag as the official symbol of francophones in Ontario;

**NOW THEREFORE** I, Acting Mayor Jim Moffat of the Township of Manitowadge, do hereby proclaim September 25<sup>th</sup>, of this year and future years as “Franco-Ontarian Day” in the Township of Manitowadge.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

- 02** Administration Report PW2021-06 submitted by Darren MacKenzie, Public Works Superintendent regarding 2020 Landfill Monitoring Report, dated September 8, 2021.

**RESOLUTION NO. 2021-252**

Moved by: Councillor Scapinello

Seconded by: Councillor Hudson

**RESOLVED THAT:** Council is in receipt of Administration Report PW2021-06 submitted by Darren MacKenzie, Public Works Superintendent regarding the 2020 Landfill Monitoring Report;

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

- 01** **THAT** Report No. PW2021-06 RE: 2020 Landfill Monitoring Report prepared by Ontario Clean Water Agency (OCWA) be received; and further,

**THAT** Council accepts the attached 2020 Landfill Monitoring Report as prepared; and further,

**THAT** Council approves the attached 2020 Landfill Monitoring Report be submitted to the MECP for the purpose of meeting the Townships requirements to our ECA.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

- 03** Administration Report PW2021-07 submitted by Darren MacKenzie, Public Works Superintendent regarding Ski Chalet Structural Assessment, dated September 8, 2021.

**RESOLUTION NO. 2021-253**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**RESOLVED THAT:** Council is in receipt of Administration Report PW2021-07 submitted by Darren MacKenzie, Public Works Superintendent regarding the Ski Chalet Structural Assessment;

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

- 01** **THAT** Council approves for staff to engage with TBT Engineering to provide a Structural Engineering Assessment for the Ski Chalet; and further,

**THAT** Council authorizes the use of the Infrastructure Reserve Account to fund the Structural Engineering Assessment at a cost of \$10,300.00 + H.S.T.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

- 04** Administration Report TR2021-11 submitted by Chris Townes, Treasurer regarding Opt-Out of Vacant Unit Rebates, dated September 8, 2021.

**RESOLUTION NO. 2021-254**

Moved by: Councillor Scapinello

Seconded by: Councillor Moffat

**RESOLVED THAT:** Council is in receipt of Administration Report TR2021-11 submitted by Chris Townes, Treasurer regarding Opt-Out of Vacant Unit Rebates;

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

- 01** THAT Council directs staff to opt-out of the Vacant Unit Rebate Program; and further,

**THAT** Council directs staff to notify affected property owners of the upcoming change.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

- 05** Administration Report TR2021-12 submitted by Chris Townes, Treasurer regarding Vesting Property into Municipal Ownership after a Failed Tax Sale, dated September 8, 2021

**RESOLUTION NO. 2021-255**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**RESOLVED THAT:** Council is in receipt of Administration Report TR2021-12 submitted by Chris Townes, Treasurer regarding Vesting Property into Municipal Ownership after a Failed Tax Sale;

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

- 01** THAT Council directs staff to Vest 15 Manitou Road W. and 10 Ohsweken Road into the Townships name; and further,

**THAT** Council directs staff to determine whether 15 Manitou Road W. and 10 Ohsweken Road require demolition or are eligible to be placed on the real estate market; and further,

**THAT** Council directs staff to come back to Council with a recommendation on how to proceed with 15 Manitou Road W. and 10 Ohsweken Road.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

- 06** Administration Report TR2021-13 submitted by Chris Townes, Treasurer regarding Q2 Budget Variance Report, dated September 8, 2021.

**RESOLUTION NO. 2021-256**

Moved by: Councillor Scapinello

Seconded by: Councillor Hudson

**RESOLVED THAT:** Council is in receipt of Administration Report TR2021-13 submitted by Chris Townes, Treasurer regarding Q2 Budget Variance Report;

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

- 01** **THAT** Council accepts the Q2 Budget Variance Report as presented.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

- 07** Administration Report ADM2021-36 submitted by Florence MacLean, CAO regarding Personnel Policies, dated September 8, 2021.

**RESOLUTION NO. 2021-257**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**RESOLVED THAT:** Council is in receipt of Administration Report ADM2021-36 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. 2021-04, the Salary Classification Schedule Policy; and further,

**THAT** Council approves Personnel Policy No. 2021-05, the Incremental Adjustments Policy; and further,

**THAT** Council approves Personnel Policy No. 2021-30, the Identification Cards Policy.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

**13 BY-LAWS**

- 01 Being a By-law to Opt-Out of the Vacant Rebate Program under Section 364 of the *Municipal Act, 2001*.**

**RESOLUTION NO. 2021-258**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**Being a By-law to Opt-Out of the Vacant Rebate Program under Section 364 of the *Municipal Act, 2001*, be read a first and second time.**

**And Furthermore, be read a third time, passed and numbered as By-law No. 2021-33.**

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**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

**RESOLUTION NO. 2021-259**

Moved by: Councillor Scapinello

Seconded by: Councillor Hudson

**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

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

**RESOLUTION NO. 2021-260**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**RESOLVED THAT:** the meeting is hereby declared to be open to the public at 8:09 p.m.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**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, September 8, 2021.**

**RESOLUTION NO. 2021-261**

Moved by: Councillor Scapinello

Seconded by: Councillor Hudson

**Being a By-law to Confirm the Proceedings of the Council of the Township of Manitouwadge at its meeting held on Wednesday, September 8, 2021, be read a first and second time.**

**And Furthermore, be read a third time, passed and numbered as By-law No. 2021-34.**

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**



**18 ADJOURNMENT**

**RESOLUTION NO. 2021-262**

Moved by: Councillor Hudson

Seconded by: Councillor Scapinello

**RESOLVED THAT:** the Regular Meeting adjourn at the hour of 8:10 p.m.

Recorded Vote	FOR	AGAINST
Councillor David Arola	√	
Councillor Kathy Hudson	√	
Acting Mayor Jim Moffat	√	
Councillor Mike Scapinello	√	
Mayor John MacEachern		

**CARRIED**

Original Signed By:

John MacEachern  
 Mayor John MacEachern

Joleen Keough  
 Joleen Keough, Clerk