

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
MONDAY NOVEMBER 12, 2007 at 7:00 p.m.  
HELD AT THE LATCHFORD COMMUNITY RECREATION CENTRE**

**1. Call to order and mayoral comments.**

Mayor Davies opened the meeting and announced Gord Lomax's resignation from council as Mr. & Mrs. Lomax are moving back to Southern Ontario. The Mayor stated that Mr. Lomax will be greatly missed on council. Mayor Davies also announced that Andrew Healy had resigned from his position with Latchford to take a job in North Bay, and expressed Council's appreciation of a job well done.

**PRESENT:**

**Council:** Mayor Peter Davies, Councillor Larry Anderson, Councillor Mac Hamilton, Councillor Mike Cole, Councillor Maxine Cannon

**Regrets:** Councillor Jim Bennett

**Staff:** Betty Gibson, Clerk-Treasurer

**Public:** There were approximately 17 people in attendance.

**Press:** Sue Nielsen, Temiskaming Speaker

**2. Adoption of the agenda as circulated**

**Resolution No.:** 07/442

**Moved By:** Mike Cole

**Seconded By:** Larry Anderson

**Be it resolved that** the November 12, 2007 Agenda be adopted as circulated.

**CARRIED**

**3. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST:**

NONE

**4. Adoption of the Minutes**

**Resolution No.:** 07/443

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** the minutes of the In-Camera and Regular Council Meetings held October 22nd, 2007 be adopted as circulated by the Clerk.

**CARRIED**

**5. DELEGATIONS:**

1. **Mary Lomax** attended to present a memo to council and a petition regarding the use of Murphy Mill Road for access to harvest forest blocks owned by Coleman Township.

Councillor Anderson asked if the petition has been circulated prior to Grant Forest's presentation and was advised that it had been. Councillor Anderson noted that the hauling would only be over a two week period and perhaps could be done at night. Mayor Davies advised he had discussions with Allan Legros of Grant Forest and suggested an open meeting in order for the public to be well informed. Councillor Hamilton suggested that Coleman Township Council be sent an invitation to this meeting to explain their objectives and plans. The Mayor noted that the Town had not yet been offered any compensation for use of Murphy Mill Road. Councillor Cole wondered if there would be any positive spin-off for Latchford, and noted that Mr. Legros of Grant Forest had asked what Latchford might want if Grant Forest is allowed to use the road. It was also recommended that Grant Forest be asked for a definite plan explaining which town roads would be used.

Perhaps letter should be forwarded to Coleman Township asking what their intentions are with respect to future cottage properties being sold in the area of Jumbo Point.

## 6. COUNCIL COMMITTEE/MAYOR/CLERK REPORTS:

### **Councillor Larry Anderson**

#### Public Works:

- Regular work is being completed and no complaints have been received recently.

#### Police:

- The OPP were approached regarding the speed limit in Latchford, and advised that this was normally under M.T.O. regulations. It was suggested that the two bad corners on Murphy Mill Road be signed at 40 km/hr. Councillor Hamilton suggested Murphy Mill Road could be designated a Community Safety Zone under the Highway Traffic Act.

### **Councillor Mac Hamilton:**

#### Economic Development:

- MNR Bunkhouse: Anthony Rota was in the area last week and met with Mayor Davies, Diane Remillard of the Heritage Board and Councillor Hamilton to discuss renovation funding; Mr. Rota offered to contact Council after discussions through his office.
- Fred Keenan Center: The successful bidder for the renovations at the Fred Keenan Center was contacted but due to their workload advised he can not start until mid to late January, 2008. All groups using the Fred Keenan Centre will be advised of this delay. The Government funding is secure for this timeframe.
- Latchford Heritage Plaque: The Heritage Board received the official notice from the Chairman of the Ontario Heritage Trust that they will be advised in January, 2008 of the status of the Provincial Heritage Plaque application; the Heritage Board will follow up in December to keep their application in the forefront of other applications.
- Notice Kiosk: Councillor Hamilton noted that the Public Works completed the construction and placement of the notice board kiosk at the Municipal Building and recommended that Council send a note of appreciation to Public Works Staff for an excellent job, and also advised he would present a resolution to approve of its location as previously agreed to via majority of council.
- Park Development: An exit meeting was held with Andrew Healy to finalize his work on the Park Development Projects in Latchford. Andrew will commence a new position with the MTO in North Bay. Council wishes him well in his new career adjustment. An ad has been posted for an intern position under MNMDF Funding.
- Development Traffic Study: The most recent traffic study update from the MTO web site illustrates that traffic increased through Latchford from 4400 annual average daily traffic (AADT) to 4600 AADT. The summer average daily traffic (SADT) has increased from 6400 SADT to 6700 SADT (July 1 to August 31) between 2003 and 2004. Even the winter average daily traffic has increased from 3050 to 3150. This statistic is beneficial from an economic development standpoint and must be placed on our web site. It is interesting to note that the traffic passing through the intersection of Highway 17 and Highway 11 at North Bay has stayed the same over these two years, which shows that more traffic is turning northward in our direction instead of going straight toward Sudbury.

### **Councillor Maxine Cannon:**

#### Library:

- Attended the Library meeting on November 5<sup>th</sup>;
- Library received new books;
- North window leaking badly;
- Library may buy new videos.

**Recreation:**

- Cook books selling well;
- Put up Latchford banner at the Recreation Centre;
- Halloween dances were both a success. Kathleen and Kevin Goddard helped with the treats for the kids. The children's Halloween party cost \$63.83.
- Adult Halloween dance broke even.
- Outside plug-in installed at the Recreation Centre to enable the tree-lighting to take place at the Recreation Centre as there were too many participants last year for the Town Office. Tree lighting is on December 8<sup>th</sup> at 6:30 p.m. There will be music and Christmas readings – a wonderful time for all. There may be a hay wagon ride.
- New Year's dance is being planned.
- Diane Remillard has applied for incorporation of the Community Association.

**Councillor Mike Cole**

**Animal Control:**

- Garrett Hunting will be finished on December 11, 2007, pursuant to the contract which stipulated a two month notice period.
- Once Council passes a new animal control by-law which must include a schedule of fines, the Clerk will forward to the Ministry of the Attorney General for approval of set fines. This may take up to six weeks.
- Council could still appoint Ron Sauve as the animal control officer as Ron could speak with owners of dogs/cats who are running at large, etc. but could not fine them until the by-law is approved by the Ministry.
- There have not been too many complaints recently.

**9-1-1 Implementation:**

- Debby Smith has been mapping the former unorganized Township of Gillies South and talked with a few of the residents. The naming of two roads is required.
- Council must also decide who will pay for the 9-1-1 signs.
- A number of resolutions on agenda which require passing.

**Greenwood Park:**

- Andrew has been laying out the trail network in Greenwood Park, as well as ironing out the details and costing of the Waterfront Project.
- Still waiting on the review of the Preliminary Management Statement from Parks Ontario Main Office.
- Andrew has also organized electronic and paper files, finalizing the intern agreement with NOHFC and advertising the position, as well as preparing for the upcoming strategic planning workshop.

**Mayor Peter Davies:**

- The Town received a grant of \$27,500 for an Intern which will replace Andrew Healy as Parks Facilitator. The position is posted and we have received applications. The new position will commence January 1<sup>st</sup> 2008. The grant covers 90% of the total cost of the internship for a period of one year.
- High speed internet has been delayed until at least the spring of 2008 as Ontera is getting the finances in place. The cost for both residences and businesses will be \$50 per month. There will also be a one time setup fee for the equipment of \$150.00 for residences and \$199.00 for businesses. The range from the tower is approximately 10Km which should give us good coverage. I am told that the download speeds will be in the order of 1.0 to 1.5 MBPS. Neonet were hoping to everything in place by this fall but now it is delayed until the spring. We will just have to be patient.
- At present there is a council meeting scheduled for Christmas Eve, which will be cancelled; there will be one meeting on December 17<sup>th</sup>.

- The DTSSAB has a new interim CAO. The last meeting went well and was very informative. It would appear that they are moving forward. It was reported that local area municipalities were to receive eighteen defibrillator units. However they are to be split between Kirkland Lake, New Liskeard, Cobalt and Coleman. Latchford will not receive one as we were not made aware of the application by our DTSSAB representative and therefore did not apply. I find this unacceptable. We will be pursuing this to discover how this could happen and seek a remedy that is acceptable to Latchford.
- Finance Report attached to the minutes as Appendix 'A'.

## 7. CORRESPONDENCE

### A. Action Items

#### 1. Resignation of Councillor Lomax

##### Resolution No. 07/444

**Moved By:** Mike Cole

**Seconded By:** Larry Anderson

**Be it resolved that** the memo from the clerk and attached letter of resignation from Councillor Gord Lomax be received and the Council of the Corporation of the Town of Latchford accepts the letter of resignation and declares the office of councillor to be vacant;

**And further that** a letter of appreciation be forwarded to Gord Lomax under the Mayor's signature.

**CARRIED**

#### 2. Council Vacancy

##### Resolution No. 07/445

**Moved By:** Mac Hamilton

**Seconded By:** Mike Cole

**WHEREAS** Council declared a vacancy in Council;

**AND WHEREAS** pursuant to Section 263 (1) and (2) of the Municipal Act 2001 the following rules apply to filling the vacancy:

1. **appoint a person to fill the vacancy;**
2. pass a by-law requiring a by-election to be held;

**NOW THEREFORE** Council approves an advertisement for the vacant council position be posted with a deadline of January 5, 2008 and interviews will be held with the position to be filled by January 12, 2008.

**CARRIED**

#### 3. Murphy Mill Road – Access for Harvest Plan

##### Resolution No. 07/446

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** the memo from Mary Lomax and attached petition re: Proposal to use Murphy Mill Road for Coleman Forest Harvesting be received and that a public meeting be called.

**CARRIED**

**4. 9-1-1 Implementation**

**Resolution No. 07/447**

**Moved By:** Maxine Cannon

**Seconded By:** Mike Cole

**BE IT RESOLVED THAT** the Council of the Corporation of the Town of Latchford wishes to implement the 9-1-1 Emergency Systems for calls regarding Police, Fire and Ambulance related emergencies specifically in the former unorganized Township of Gillies Limit South.

**AND BE IT FURTHER RESOLVED THAT** the Council of the Corporation of the Town of Latchford is willing to implement the required Street naming and Numbering system as required by Bell Canada.

**THEREFORE BE IT RESOLVED THAT** through this resolution the Town petition Bell Canada for the Implementation of a 9-1-1 Emergency Call System for the Corporation of the Town of Latchford, specifically for Gillies Limit South.

**CARRIED**

**5. Tourism Strategy / Website Training**

**Resolution No. 07/448**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** the information on upcoming regional tourism marketing strategy and web site training be received and filed.

**CARRIED**

**6. Christmas Hampers**

**Resolution No. 07/449**

**Moved By:** Larry Anderson

**Seconded By:** Mike Cole

**Be it resolved that** the Information Notice re: Christmas Hampers be received and it will be done with contributions from Mayor and Council.

**CARRIED**

**7. Hydro One Sponsorship Program**

**Resolution No. 07/450**

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** the memo from the Clerk and attached Request for Sponsorship through the Hydro One Sponsorship Program – Community Events be received and Council approve the submission of the Request for Funding in the amount of \$110,000.00 for the expansion of the Community Recreation Centre.

**CARRIED**

**8. Community Living Contribution**

**Resolution No. 07/451**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** the letter from Community Living Temiskaming South requesting a municipal grant on a 30 cents per capita basis be received and Council authorize the contribution.

**CARRIED**

**9. Park Planning and Development Intern**

**Resolution No. 07/452**

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** the memo from Andrew Healy and attached Job Description for the Park Planning and Development Intern be received and approved.

**CARRIED**

**10. Completion of Strategic Plan - Quote**

**Resolution No. 07/453**

**Moved By:** Maxine Cannon

**Seconded By:** Larry Anderson

**Be it resolved that** the memo from Andrew Healy re: Quote for Completion of the Strategic Plan be received and Council approve retaining Andrew Healy at a total cost of \$1,301.00 in accordance with the memo dated November 7, 2007.

**CARRIED**

**11. RFP – Computer Support and Maintenance**

**Resolution No. 07/454**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**BE IT RESOLVED THAT** the Clerk-Treasurer prepare and advertise a Request for Proposals from qualified technology/computer service businesses to provide technological and computer maintenance and installation services to the Town of Latchford, with a deadline for receipt of proposals by December 1, 2007.

**CARRIED**

**12. Naming Roads for 9-1-1**

**Resolution No. 07/455**

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** the memo from the Clerk re: Naming of Roads for 9-1-1 implementation be received and the chosen names are Stan Wattom Road and Paige's Road.

**CARRIED**

**13. 9-1-1 Signs**

**Resolution No. 07/456**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** the memo from the Clerk re: Purchasing of 9-1-1 signs be received and new E 9-1-1 signs and post for Murphy Mill Road and South Gillies and any future required signs be purchased and installed by the Town.

**CARRIED**

**14. Naming Islands on North Rib Lake for 9-1-1**

**Resolution No. 07/457**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** the memo from the Clerk re: Naming of Islands in Rib Lake in Gillies Limit South be received and Council approve the method as recommended by Deborah Smith and outlined in the memo and attached sketch.

**CARRIED**

**15. Resignation of Andrew Healy**

**Resolution No. 07/458**

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** the Council accepts the resignation of Andrew Healy and forward a letter of appreciation.

**CARRIED**

**16. Northern Ontario Intern Program Ad**

**Resolution No. 07/459**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** the Council approves advertising for the position funded under NOHFC's Northern Ontario Intern Program.

**CARRIED**

**17. Miller Realty Group**

**Resolution No. 07/460**

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** Council approves engaging Miller Realty Group to promote and sell the surplus lots in the Town of Latchford, subject to the confirmed commission rate of 6%.

**CARRIED**

**18. Lead Sampling Quotes**

**Resolution No. 07/461**

**Moved By:** Mike Cole

**Seconded By:** Larry Anderson

**Be it resolved that** the letters of proposal from OCWA in the amount of \$3,086.00 and Story Environmental Services in the amount of \$2,700.00 to carry out Lead Sampling required under O.Regulation 399/07 be received and the Clerk be directed to clarify the number of users that quotes are based on.

**CARRIED**

**B. Information Items**

**Resolution No. 07/462**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** the following Information Items be noted and filed.

1. AMO Information re: Closed-Door Meetings.
2. Ontario Heritage Trust re: Provincial Plaque.
3. John Thib, ONR re: Sightline Concerns.
4. OGRA/ROMA Notice re: Cancellation Fee at Royal York.
5. Ombudsman Ontario re: Process in Dealing with Closed Meetings.
6. Memo from the Clerk re: OSWAP Expression of Interest.
7. Building Maintenance Report.
8. JEPP Application.
9. Shell Environmental Fund re: Greenwood Provincial Park.
10. Timiskaming Health Unit 2006 Year-End Financial Audit.

**CARRIED**

**8. ONGOING BUSINESS**

1. **Official Plan Amendment / Zoning By-law** - Ongoing

2. **Green Solutions**

Mayor Davies had requested that a report be prepared for the November 12<sup>th</sup> council meeting on “passive solar walls”, including the cost. As the staff requested to complete the report is no longer working for the Town this report will be completed as soon as possible.

3. **Strategic Plan**

There will be a full day Strategic Planning workshop in Saturday November 17, 2007. Council noted that Lee Ketchabaw and Lise McKeever should also attend.

4. **Property Standards By-law**

The draft by-law is being circulated to all members of council for their input.

5. **Outdoor Burning Appliance By-law**

The draft Outdoor Burning Appliance By-law has been circulated to council for input. There are still a few councillors who have not responded.

**9. NEW BUSINESS**

**1. Notice Kiosk at Town Office**

Councillor Hamilton noted that a letter of thanks should be forwarded to the Public Works Staff for building the kiosk.

**2. Raffles and Lottery Licences**

Council requested clarification with respect to issuing lottery and raffle licenses.

**10. BY-LAWS**

**By-Law No. 834/07**

**Resolution No. 07/463**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** By-Law No 834/07 being a by-law to authorize the execution of an agreement between KMK Consultants Limited and the Town of Latchford to provide engineering services for the Paving / Culverts and Gate Valves Replacement Project be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

**CARRIED**

**By-Law No. 835/07**

**Resolution No. 07/464**

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** By-Law No 835/07 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for its regular meeting held November 12, 2007 be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

**CARRIED**

**10. CLOSED MEETING**

**Resolution No. 07/465**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** the Council for the Town of Latchford enter into a Closed Meeting at 9:20 p.m. to discuss the following matters as set out in the Municipal Act, 2001 Section 239 (2);

- A proposed or pending acquisition or disposition of land by the municipality or board; and
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

**CARRIED**

**Resolution No. 07/466**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** Council now arise from Closed Meeting at 9:55 p.m.

**CARRIED**

**The following resolution was passed resulting from the In-Camera Session:**

**Exchange of Private Property**

**Resolution No. 07/467**

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** Council authorize the Clerk/Treasurer to start working on the exchange of private property for Town property and the related drainage issues on the west end of Mowatt Avenue.

**CARRIED**

**12. ADJOURN**

**Resolution No. 07/468**

**Moved By:** Mike Cole

**Seconded By:** Maxine Cannon

**Be it resolved that** Council now adjourn at 9:58 p.m. until the next regular meeting or call from the Mayor.

**CARRIED**

**Dated at Latchford this 26<sup>th</sup> day  
of November, 2007.**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk-Treasurer**