

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
TUESDAY JULY 24, 2007 at 7:00 p.m.  
HELD AT THE LATCHFORD COMMUNITY RECREATION CENTRE**

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

Mayor Davies gave a brief update on the Centennial celebrations and commented on how fantastic it all went.

**PRESENT:**

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

**Regrets:** Councillor Mike Cole, Councillor Jim Bennett, Councillor Gord Lomax

**Staff:** Lise McKeever, Deputy Clerk-Treasurer

**Public:** There were approximately 3 people in attendance.

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

**Resolution No.:** 07/281

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** the July 24<sup>th</sup>, 2007 Agenda be adopted as circulated and action item #3 be moved to information item #5.

**CARRIED**

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

No pecuniary interest/conflict of interest was declared.

**4. Adoption of the Minutes**

**Resolution No.:** 07/282

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** the minutes of the In-Camera meetings held June 13, 2007 and the Regular and In-Camera Council Meetings held June 28, 2007 be adopted as circulated by the Clerk.

**CARRIED**

**5. DELEGATIONS:**

1. **Jada Miller, representing Miller Realty Group** attended at the request of Council. Ms. Miller requested information regarding the expectations, time-lines, and a sketch. Councillor Anderson commented that if lots are bought and built on within 2 years that the purchaser would receive up to \$5,000 of their money back. The importance of emphasizing this point in any advertising was stressed. It was also noted that advertising in "Cottage Life" magazine, on the Miller website, as well as Loopnet.com would be beneficial. Ms. Miller advised they will post a sign in Latchford at a good focal point and write up a profile on Latchford. The importance of establishing a good working relationship was noted. Ms. Miller was not prepared to confirm a commission figure at this time. The Town must discuss whether or not it will financially contribute to advertising. Once the Town provides a map of the lots, Ms. Miller will prepare a solid marketing plan. Ms. Miller must be advised of the next Council meeting date as she will attend to discuss commission and advertising costs.

2. **Andrew Healy, Park Development Facilitator made a presentation regarding the Municipal Strategic Plan.** He is offering his services to the Town to get the strategic plan in motion. This plan would outline where the Town is now, where it wants to be and what priorities or strategies the Town will use to get there. A plan could unify a divided community, Council and staff; these are goals and priorities. A plan gives the community a stronger voice. Andrew suggests that we do it in house as hiring a professional consultant would be expensive. Andrew is offering to start this at a zero increase cost to the Town other than advertising, etc. More time would be spent on production of the plan if done in house and the flexibility would not be the same if a consultant was engaged. A committee needs to be formed of five to eight members who would design the process. Andrew would provide research; play a lead role in the planning of meetings; act as the meeting chair; arrange the advertising, communications; and, prepare the final document. Andrew requests the entire consensus of Council otherwise he does not feel he could take this on.. Council would like this done in time for the new year. Andrew could arrange everything and then get an outside source to be the facilitator as Andrew would be representing the park and being the facilitator would be a direct conflict.

**Resolution No.:** 07/283

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

Be it resolved that Andrew Healy begin the Strategic Plan process.

**CARRIED**

2. **COUNCIL COMMITTEE/MAYOR/CLERK REPORTS:**

**Councillor Larry Anderson**

Councillor Anderson has nothing to report as he was too busy with the Centennial. He did comment that the Centennial budget looks like it will be good news.

**Councillor Maxine Cannon**

- Councillor Cannon reviewed various email.
- The Tri-Committee is looking for people to enter a contest to find an easier and better way to deliver technical Public Works services. Anyone in an organization who is interested can contact Maxine for information.
- Matachewan received \$200,000 from NOHFC to expand their Curling Club into a recreational facility. Congratulations to them!
- Perhaps the Town can offer Karen Wareing support in the future for her historical boards.
- George Lefebvre is a signing authority at the bank for the Special Events Committee.
- A meeting was held on July 18, 2007 with Councillor Cannon, the Mayor, Betty Gibson and Pat Underhill in attendance regarding dispatch and 911 services. The Town will discuss this further and engage the best provider for these services.

**Councillor Mac Hamilton:**

- The official opening of Greenwood Park project was held July 14, 2007.
- There was a new inductee into the Loggers Hall of Fame effective July 13, 2007. There were lots of visitors over the Centennial weekend.
- A grant of \$13,300 was received from Trillium fund to upgrade the library. A meeting will be held with the Library Board once official paperwork is completed.
- No reply to date on the Persona grant application.
- The Centennial plaque is in the works.

- The benches are installed at the House of Memories in memory of Mr. Keenan. Trees and flowers have been planted. There has been a good volume of tourist.
- Ongoing plans are in progress for the Latchford waterfront development. Activity should start soon.
- Still awaiting Council recommendation for the Recreation Centre front design. A loss of the Bell Sport grant is possible if not used.
- 4000 copies of the Tourism Brochure have been printed and are being distributed accordingly. The cost has been covered by the sale of ads and a \$5000 Community Futures grant.
- A strategic plan proposal on delegation agenda tonight for discussion.
- A small kiosk is to be installed by Nastawgan Trails shortly at the entrance to Veteran's Park.

**Mayor Peter Davies:**

- Hopes to be making an announcement for a grant at the next meeting.
- Councillor Cannon will attend the DTSSAB meeting with Mayor Davies on July 25, 2007. Mayor Davies commented that there would be two new members on the board as two members have resigned.
- Mayor Davies has concerns with respect to the current cash flow situation.
- Mayor Davies made a donation to the Loggers Hall of Fame from proceeds of Mayors breakfast over Centennial weekend.

**6. CORRESPONDENCE**

**A. Action Items**

**1. The Dam Depot**

**Resolution No. 07/284**

**Moved By:** Maxine Cannon

**Seconded By:** Larry Anderson

**Be it resolved that** Council supports the Dam Depot in their business venture to install an R.V. Sewer Dumping Station on their property and there will be no additional water or sewer charges.

**CARRIED**

**2. Light at Veteran's Park**

**Resolution No. 07/285**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** the memo from the Clerk and attached report from Gerry Remillard regarding an additional light at Veterans' Park be received and Lee be instructed to cost one for Council's consideration.

**CARRIED**

**3. OCWA**

**Resolution No. 07/286**

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** the letter from Ontario Clean Water Agency re: Drinking Water Quality Standard Management and offering to attend to answer any questions the Town may have, be received and that Council wishes the cost information for OCWA to apply for the license for our municipality.

**CARRIED**

**4. Memo from Andrew Healy**

**Resolution No. 07/287**

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** the memo from Andrew Healy, Park Development Facilitator re: Temporary Docks connecting Town docks with the laneway and providing two quotes as follows:

Rona Cashway	\$3,417
Sturgeon Rent-All Sell-All	\$6,438

be received and Council approve the quote from Rona Cashway in the amount of \$3,417, with a possible additional cost of \$300 to surface the laneway.

**CARRIED**

**5. Accounts**

**Resolution No. 07/288**

**Moved By:** Maxine Cannon

**Seconded By:** Larry Anderson

**Be it resolved that** the following General Bills in the amount of \$104,942.99 and Payroll in the amount of \$21,546.20 for the period June 19/07 to July 19/07, be passed and paid on behalf of the Corporation of the Town of Latchford.

**CARRIED**

**B. Information Items**

**Resolution No. 07/289**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

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

1. Timiskaming Health Unit Resolutions.
2. Armstrong Town Resolution re: DTSSAB
3. South Temiskaming Community Futures Development Minutes and Financial Statements (on file).
4. Letter from M.T.O. re: Hwy. 11 Project.
5. Letter from the Ratepayers.
6. Tai Chi Classes.
7. Letter from Harold Watts.
8. Letter from ONR.
9. Invoice from Wallace, Klein.
10. Friday Bus Service Stops.

**CARRIED**

Regarding item number 7, Mayor Davies read the letter from Mr. Watts that was written to us along with the unopened letter sent to the Latchford Co-Op in care of Mr. Watts. The Deputy Clerk was directed to send the letter in care of Lilliemay Matton.

Regarding item number 8, the ONR paperwork is to be forwarded.

Regarding item number 9, the invoice from Wallace, Klein in the amount of \$240.96 is to be paid. Wallace, Klein will not be used anymore.

Regarding item number 10, we are to add in an additional stop on the way into New Liskeard at Chartrand's and an additional pick-up on the way out at Chartrand's also.

Councillor Anderson commented on item number 4; he will bring up issues that homes located on the highway are shaking at the meeting scheduled in September.

**8. ONGOING BUSINESS**

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

Ongoing.

**2. Dispatch Service for Fire and 911**

It is important for all communities to stay in the same place.

**3. Green Solutions**

**4. Strategic Plan for the Town of Latchford**

**5. Fitness Centre Research – Plan to visit Matachewan Fitness Centre**

This item should be taken off of Ongoing Business.

**9. NEW BUSINESS**

None

**10. BY-LAWS**

**By-Law No. 797/07**

**Resolution No. 07/290**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** By-Law No 797/07 being a by-law to authorize the execution of the Funding Agreement with the Minister of Agriculture, Food and Rural Affairs for the COMRIF Asset Management Program 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. 798/07**

**Resolution No. 07/291**

**Moved By:** Larry Anderson

**Seconded By:** Mac Hamilton

**Be it resolved that** By-Law No 798/07 as amended being a by-law to appoint a Municipal Law Enforcement Officer for the purpose of enforcing municipal by-laws 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. 799/07**

**Resolution No. 07/292**

**Moved By:** Maxine Cannon

**Seconded By:** Mac Hamilton

**Be it resolved that** By-Law No 799/07 being a by-law to authorize execution of an Agreement between James Martin Hartford and the Corporation of the Town of Latchford for the sale of Town property described as Lot 25 Murphy Mill Road; Legal Description being Coleman Township, Con. 1, Pt. Lot 18, Plan RP 54R 1422, Part 6, Parcel 19385 SST PT, Town of Latchford, District of Timiskaming to James Martin Hartford 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. 800/07**

**Resolution No. 07/293**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** By-Law No 800/07 being a by-law to authorize the execution of an Agreement between Scott Little and the Corporation of the Town of Latchford for the sale of Town property described as Lot 16 Murphy Mill Road; Legal Description being Coleman Township, Con. 1, Pt. Lot 19, Pt. 21 and Pt 22; Plan RP 54R 3656, Parcel 19385 SST PT, Town of Latchford, District of Timiskaming to Scott Little 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. 801/07**

**Resolution No. 07/294**

**Moved By:** Maxine Cannon

**Seconded By:** Mac Hamilton

**Be it resolved that** By-Law No 801/07 being a by-law to establish procedures, including the giving of notice, governing the sale of real property be taken 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. 802/07**

**Resolution No. 07/295**

**Moved By:** Maxine Cannon

**Seconded By:** Larry Anderson

**Be it resolved that** By-Law No 802/07 being a by-law to appoint a Chief Building Official and Building Inspector for the Town of Latchford be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford, as amended.

**CARRIED**

**By-Law No. 803/07**

To be tabled until there is a full Council present. This by-law does not fit for a small town. There are changes yet to be made. One copy of the by-law to be handed around to all Councillors so that everyone can make changes to the same copy; then given back to Clerk-Treasurer for changes to be made.

**By-Law No. 804/07**

**Resolution No. 07/294**

**Moved By:** Maxine Cannon

**Seconded By:** Mac Hamilton

**Be it resolved that** By-Law No 804/07 being a by-law to govern the calling, place and proceedings of council meetings and the conduct of its members be taken 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. 805/07**

**Resolution No. 07/297**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** By-Law No 805/07 being a by-law to establish rental fees for use of space in the Latchford Community Recreation Centre be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford, as amended.

**CARRIED**

**By-Law No. 806/07**

**Resolution No. 07/298**

**Moved By:** Mac Hamilton

**Seconded By:** Larry Anderson

**Be it resolved that** By-Law No 806/07 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for its regular meeting held July 24, 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, as amended.

**CARRIED**

**10. CLOSED MEETING**

**Resolution No. 07/299**

**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 9:15 p.m. to discuss the following matters as set out in the Municipal Act, 2001 Section 239 (2);

- Personal matters about an identifiable individual, including municipal or board employees;
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- Labour relations or employee negotiations; and
- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CARRIED**

**Resolution No. 07/300**

**Moved By:** Larry Anderson

**Seconded By:** Maxine Cannon

**Be it resolved that** Council now arise from Closed Meeting at 10:45 p.m., with no report.

**CARRIED**

**Resolution No. 07/301**

**Moved By:** Maxine Cannon

**Seconded By:** Larry Anderson

**Be it resolved that** Council now adjourn at 10:46 p.m. until the next regular meeting or call from the Mayor.

**CARRIED**

**Dated at Latchford this 15<sup>th</sup> day  
of August, 2007.**

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**Mayor**

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**Clerk-Treasurer**