

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

1. Call to order and mayoral comments.

PRESENT:

Council: Mayor Peter Davies, Councillor Larry Anderson, Councillor Mac Hamilton, Councillor Gordon Lomax, Councillor Maxine Cannon, Councillor Mike Cole, Councillor Jim Bennett

Staff: Betty Gibson, Clerk-Treasurer

Public: There were approximately 7 people in attendance.

Press: None

2. IN-CAMERA:

Resolution No. 07/376

Moved By: Maxine Cannon

Seconded By: Jim Bennett

Be it resolved that the Council for the Town of Latchford enter into a Closed Meeting at 6:40 p.m. to discuss the following matters as set out in the Municipal Act, 2001 Section 239 (2) - for an information session with the Auditor.

CARRIED

Resolution No. 07/377

Moved By: Gord Lomax

Seconded By: Larry Anderson

Be it resolved that Council now arise from Closed Meeting at 7:05 p.m., with no report.

CARRIED

3. Adoption of the agenda as circulated

Resolution No.: 07/378

Moved By: Jim Bennett

Seconded By: Mike Cole

Be it resolved that the September 24th, 2007 Agenda be adopted as circulated.

CARRIED

4. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST:

Councillor Mike Cole declared a conflict of interest with respect to Item 10 under Action.

5. Adoption of the Minutes

Resolution No.: 07/379

Moved By: Jim Bennett

Seconded By: Mac Hamilton

Be it resolved that the minutes of the In-Camera and Regular Council Meetings held September 10th, 2007 and the Special and In-Camera Council Meetings held September 17th, 2007 be adopted as circulated by the Clerk.

CARRIED

6. PUBLIC MEETING: APPLICATION FOR CONSENT TO SEVER

SUBJECT LAND:

Gillies Limit Blk 90 Pt Loc CL11064 BG RP 54R4651 Part 1 Pcl 29235 SST, Three Sisters Road, Latchford, District of Timiskaming

PURPOSE:

The purpose and effect of the Application for Consent is to sever 0.4046 hectares to allow for the sale of this property for construction of a single family dwelling.

PRESENT:

Council as the approval authority was present as noted above. The Clerk acted as secretary. Francesco Libertini, the applicant, was in attendance.

Mayor Peter Davies called the Public Meeting to order at 7:10 p.m.

Presentation of the Application:

Mayor Davies presented the application. The purpose and effect of the Application for Consent is to sever 0.4046 hectares to allow for the sale of this property for construction of a single family dwelling. Mr. Libertini confirmed the purpose and it was noted the Timiskaming Health Unit had approved the location for a septic system.

Questions/Comments by Council:

Councillor Lomax asked if Three Sisters Road encroached on his property, and Mr. Libertini advised that it did not.

Councillor Cannon requested confirmation of the lake abutting the subject property, which is Whitney Lake.

Questions/Comments by the Property Owner:

Mr. Libertini asked if the Town would consider extending the Three Sisters Road 100 to 150 feet to the severed property, advising that he would pay for this. Mr. Libertini advised Council that the Ministry of Natural Resources is the body who approves the required right-of-way.

Discussion/Decision by Committee Members:

The Clerk had provided a report to Council for review prior to the Public Meeting. Council discussed the application.

Objections:

There were no written or verbal objections to the Application.

Decision:

The application was approved and the following resolution passed.

Resolution No.: 07/380

Moved By: Jim Bennett

Seconded By: Mac Hamilton

WHEREAS an Application for Consent to Sever was received from Francesco Libertini to sever 0.4046 hectares to allow for the sale of the property for construction of a single family dwelling;

AND WHEREAS the owner will retain 1.62 hectares;

AND WHEREAS there is no written or verbal objections to this application;

AND WHEREAS approval for a septic system on the severed property was received from the Timiskaming Health Unit;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Latchford being the approval authority does hereby approve the Application to Sever dated September 5, 2007 submitted by Francesco Libertini.

CARRIED

7. DELEGATIONS:

Robert Blais of Collins Barrow, the Town's Auditor, attended and presented the 2006 Audited Financial Statements. Mr. Blais offered a question period for the Public and Council.

8. COUNCIL COMMITTEE/MAYOR/CLERK REPORTS:

Councillor Mike Cole

- No report

Councillor Larry Anderson

Public Works:

- Requests were made for a fall clean-up and will be dealt with later on the agenda. The suggested dates are October 1 – 3, 2007.

Police:

- The last Police Meeting was cancelled and will be rescheduled.

Councillor Gord Lomax:

- No Report

Councillor Jim Bennett:

- Reviewed the payroll for the period August 10 to September 19 in the amount of \$28,187.88 and the general bills in the amount of \$302,066.51. It was explained that the majority of the general bills were for the Upgrades to the Water Treatment Plant.
- It was noted that the payments for the band for the Centennial Celebrations were reimbursed by the Community Recreation Committee.

Councillor Maxine Cannon:

Library Board:

- A Library Board Meeting was held September 4th.
- The Library Board is anticipating the renovations on the Library and are awaiting a meeting with Council to discuss details.
- The Library received funding from CAP in the amount of \$3,275.00 which will assist with high speed internet at the library.
- The Board is awaiting funding for computer upgrades.
- Roy Grozelle donated many books from the war era which may be of great interest to many library users.
- The Library purchased new books in the amount of \$259.65.

Recreation:

- There was a Parks and Recreation meeting on September 20th.
- Jackie Livingston donated serviettes and tablecloths for the Recreation Committee's Halloween parties, which are much appreciated.
- Helen Larose donated prizes for the kid's party which are also much appreciated.
- Cook book sales are going well; have sold approximately \$1,000 worth.
- Any left over chips were donated to the food bank.
- The Committee requested permission to hang the Centennial banner on the west wall of the Recreation Centre, and Council will consider this.
- The park benches require support and it was suggested they be cemented to the ground; the Committee asked if the Public Works staff could work on these over the winter.
- A reminder to take the swings down and remove buoys from lake was made. It was noted that the Public Works already have this scheduled.
- The Recreation Committee stated what a great job Lee Ketchabaw did making the swing set. Thank you Lee.
- A new Santa suit is required at a cost of approximately \$150.00. Council advised this is within the Recreation budget and they can go ahead.
- Approximately \$150 required for the children's Halloween party. Council advised this is with the Recreation budget and they can go ahead.

AMO/LAS Workshops in North Bay:

- Councillor Cannon requested to attend the workshop in January in order to learn how the Town can save energy, which results in financial savings.

Councillor Mac Hamilton:

- There has been more vandalism at Veteran's Park; quotations have been requested for additional park lighting
- 9-1-1 Service Expansion – Quotations were requested and one was received to implement 9-1-1 Service in Gillies Limit South.
- Municipal Coordination – Meeting with Coleman, Cobalt, Temagami and Latchford will be held October 2, 2007. This will consolidate the Joint Economic Development ideas in this area and further assist in government funding initiatives.
- Strategic Development Plan for Latchford – A meeting was held September 18, 2007 to commence the collection of theme ideas. This Plan will assist in applying for further funding assistance from government sources. The next meeting is scheduled for October 1, 2007.
- Fred Keenan Centre Upgrades – There is a resolution on the agenda to obtain approval for interior improvements in this building. If approved, a meeting will be scheduled to bring the public up-to-date.

Mayor Peter Davies:

- Received additional compensation for the hydro generating plants;
- Balancing the budget was easier this year than 2006, but due to unexpected additional expenses and the fact that this was the first full year with the new accounting program there were challenges to overcome;
- Attending a free Emergency Management Workshop this fall;
- The AMCTO Zone Meeting was held in Temiskaming Shores. Staff should try and attend the Zone meetings if possible. There is often valuable information provided at these meetings.

9. CORRESPONDENCE

A. Action Items

1. Employee Benefits

Resolution No. 07/381

Moved By: Mike Cole

Seconded By: Mac Hamilton

Be it resolved that Council accepts the renewal policy for employee benefits as submitted by St. Cyr & Associates.

CARRIED

2. Reschedule October 8th Meeting

Resolution No. 07/382

Moved By: Gord Lomax

Seconded By: Larry Anderson

Be it resolved that the October 8th Council meeting be rescheduled to Tuesday October 9th due to the Thanksgiving Holiday and a notice will be posted in the usual locations.

CARRIED

3. FONOM

Resolution No. 07/383

Moved By: Maxine Cannon

Seconded By: Jim Bennett

Be it resolved that the information from FONOM re: Northern Ontario Leaders Summit in Timmins on October 17, 18 and 19 be received and filed.

CARRIED

4. Fall Clean Up

Resolution No. 07/384

Moved By: Larry Anderson

Seconded By: Mac Hamilton

Be it resolved that the memo from the clerk advising council of requests to have a Fall Clean-up be received and it will be October 1, 2 3, 2007.

CARRIED

5. Quilt Blocks

Resolution No. 07/385

Moved By: Maxine Cannon

Seconded By: Jim Bennett

Be it resolved that the letter from Bev Maille, International Plowing Match 2009 Beautification Committee re: Fee to Attach Quilt Blocks to Buildings be received and Mrs. Maille be advised that Council will not be instituting such a fee.

CARRIED

6. Accounts August 10 to September 19, 2007

Resolution No. 07/386

Moved By: Jim Bennett

Seconded By: Gord Lomax

Be it resolved that the payroll in the amount of \$28,187.88 and General Bills in the amount of \$302,086.51 for the period August 10, 2007 to September 19, 2007 be passed and paid on behalf of the Corporation of the Town of Latchford.

CARRIED

7. Fred Keenan Centre Upgrades

Resolution No. 07/387

Moved By: Mike Cole

Seconded By: Mac Hamilton

Be it resolved that the memo/report from Councillor Hamilton re: Fred Keenan Centre Upgrades / Funding and Quotations be received and Council approves the following recommendations in said report:

1. That the electric furnace replacement in the amount of \$17,500 be cancelled and the current heating system be revised, locating the heaters for more efficiently.
2. That the quotation from Menard Construction for the interior renovations to the Fred Keenan Centre in the amount of \$31,914 be accepted, subject to confirmation of the tender price.
3. That the roof replacement not be carried out in 2007 and the Town confirm that the 2007 funds can be used in 2008 and Council confirm the type of roof desired in order for the contractors to tender on the same project.
4. That Public Works to check the building exterior to remove brush, ensure foundation drainage is clear, and perform functions as necessary, as the Town's contribution to this project.

CARRIED

8. RFP's for Engineering Services – Road Paving

Resolution No. 07/388

Moved By: Maxine Cannon

Seconded By: Jim Bennett

WHEREAS Requests for Proposals for Professional Engineering Services for the Paving/Culvert and Gate Valve Replacement Project (the Project) were advertised in the Temiskaming Speaker;

AND WHEREAS two proposals were received as follows:

KMK Consultants, Cobalt	\$18,611.48, including GST
D.F. Elliott Consulting Engineers, New Liskeard	\$47,117.42, including GST

AND WHEREAS the proposals were reviewed in detail by Councillor Larry Anderson, Mayor Peter Davies, Lee Ketchabaw, Public Works Foreman, and Betty Gibson, Clerk;

NOW THEREFORE BE IT RESOLVED THAT Council accepts the proposal submitted by KMK Consultants in the amount of \$18,611.48, including GST.

CARRIED

9. 9-1-1 Service in South Gillies Limit

Resolution No. 07/389

Moved By: Maxine Cannon

Seconded By: Mike Cole

WHEREAS Requests for Proposals for the Implementation of 9-1-1 Services for Gillies Limit South was advertised in the Temiskaming Speaker;

AND WHEREAS one proposal was received as follows:

D J S & Associates Inc. (Debra Smith) \$13,000, plus GST

NOW THEREFORE BE IT RESOLVED THAT it be deferred to the next meeting.

CARRIED

10. Purchase of Photo Copier

Resolution No. 07/390

Moved By: Jim Bennett

Seconded By: Maxine Canon

Be it resolved that BE IT RESOLVED THAT quotations were requested from Cannon Business Solutions, Grant & Toy (Xerox), and A & P Copy Systems (Ricoh) and the following quotes were received:

COMPANY/MAKE	PURCHASE	LEASE 60 Month	SERVICE AGREEMENT based on 10,000 c/mo
Grand & Toy - Xerox 5638	\$8,050.00	\$8,913.00	\$8,400.00
Grand & Toy – Xerox 7335	\$14,550.00	\$14,322.60	\$7,500.00
Cannon ImageRunner 3380 Colour	\$12,026.87	\$16,321.80	\$15,000.00
Cannon ImageRunner 3035	\$9,540.13	\$15,757.20	\$9,900.00
A & P Ricoh MP3500	\$8,700.00	\$12,345.60	\$17,000.00
A & P Ricoh MP4500	\$10,400	\$14,352.00	\$17,000.00

And Council directs the Clerk to ask Grand and Toy for the buy-out of present copier and if the cost is too expensive Council approves the purchase of the Canon ImageRunner 3035 @ \$9,540.12 and a service agreement @ \$9,900.00 for 60 months.

CARRIED

11. Lighting at Veteran’s park

Resolution No. 07/391

Moved By: Larry Anderson

Seconded By: Mac Hamilton

Be it resolved that the memo from the Clerk re: Additional Lamp Post in Veteran’s Park be received and be deferred to the next scheduled meeting.

CARRIED

B. Information Items

Resolution No. 07/392

Moved By: Mike Cole

Seconded By: Maxine Cannon

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

1. Building Maintenance Report.
2. Memo from Clerk re: OCWA Cost to Assist in Licensing Requirements.
3. ARTEX Environmental information sheet.
4. Ministry of Energy – Community Conservation Initiative re: Application for Funding.
5. DTSSAB Information.
6. Minutes of the Joint Economic Development Committee Meeting held August 16, 2007.
7. Ontario Trillium Foundation re: re: Funding.
8. NOHFC re: Request to Increase Funding Percent.
9. TMA Agenda for the September 27th meeting.

CARRIED

8. ONGOING BUSINESS

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

2. **Green Solutions** - Ongoing

3. **Strategic Plan**

A meeting was held on September 18th, 2007 which was quite informative. It was noted that Andrew Healy did an excellent job chairing the meeting.

9. NEW BUSINESS

1. **Maintenance at Veteran's Park**

Resolution No. 07/392

Moved By: Mike Cole

Seconded By: Mac Hamilton

Be it resolved that the Clerk be directed to forward a letter to the Legion asking if they would be interested in maintaining the flower beds; and that the Town would continue cutting the grass and trimming shrubs at the Veteran's Park.

CARRIED

10. BY-LAWS

By-Law No. 825/07

Resolution No. 07/394

Moved By: Mike Cole

Seconded By: Mac Hamilton

Be it resolved that By-Law No 825/07 being a by-law to prohibit heavy truck traffic on municipal roads 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. 826/07

Resolution No. 07/395

Moved By: Mac Hamilton

Seconded By: Larry Anderson

Be it resolved that By-Law No 826/07 being a by-law to authorize the execution of the Northern Ontario Youth Internship Program Agreement with the Northern Ontario Heritage Fund Corporation 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. 827/07

Resolution No. 07/396

Moved By: Maxine Cannon

Seconded By: Gord Lomax

Be it resolved that By-Law No 827/07 being a by-law to authorize the execution of an agreement between Northern Ontario Heritage Fund Corporation and the Corporation of the town of Latchford for funding for the enhancement and retrofitting of the Fred Keenan Municipal Community 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.

CARRIED

By-Law No. 828/07

Resolution No. 07/397

Moved By: Mike Cole

Seconded By: Gord Lomax

Be it resolved that By-Law No 828/07 being a by-law to authorize the execution of an agreement between the Corporation of the City of Timmins and the Corporation of the Town of Latchford for the provision of dispatch service for emergency fire calls 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. 829/07

Resolution No. 07/398

Moved By: Mac Hamilton

Seconded By: Larry Anderson

Be it resolved that By-Law No 829/07 being a by-law to appoint a Deputy Mayor 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. 830/07

Resolution No. 07/399

Moved By: Maxine Cannon

Seconded By: Jim Bennett

Be it resolved that By-Law No 830/07 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for its regular meeting held September 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.

CARRIED

10. CLOSED MEETING

Resolution No. 07/400

Moved By: Maxine Cannon

Seconded By: Jim Bennett

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);

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

CARRIED

Resolution No. 07/401

Moved By: Maxine Cannon

Seconded By: Jim Bennett

Be it resolved that Council now arise from Closed Meeting at 10:20 p.m.

CARRIED

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

Resolution No. 07/402

Moved By: Jim Bennett

Seconded By: Larry Anderson

Be it resolved that following recommendations be approved by Council:

1. All licenses and software be collected and stored in the safe.
2. The Student copy of Microsoft Office on Andrew Healy's laptop be returned and a legal commercial version be purchased.
3. A memo be sent to all staff and council stating that software not be installed on any computer without the Clerk's prior approval.
4. Only the Clerk, Deputy Clerk and Computer Administrator be given administrator privileges on the computer systems.
5. A copy of Microsoft Publisher be purchased for the Moose Call.
6. A copy of Adobe Acrobat be purchased for the Web Site.
7. Establish policies to ensure computer security and purchasing procedures are in place and asset management.

CARRIED

12. ADJOURN

Resolution No. 07/403

Moved By: Gord Lomax

Seconded By: Jim Bennett

Be it resolved that Council now adjourn at 10:25 p.m. until the next regular meeting or call from the Mayor which will be Monday September 17th at 7:00 p.m.

CARRIED

**Dated at Latchford this 9th day
of October, 2007.**

Mayor

Clerk-Treasurer