

CORPORATION OF THE TOWN OF LATCHFORD

**MINUTES OF THE REGULAR MEETING OF COUNCIL
MONDAY JANUARY 28, 2008 at 7:00 p.m.
HELD AT THE LATCHFORD COMMUNITY RECREATION CENTRE**

1. Call to order and mayoral comments.

PRESENT:

Council: Mayor Peter Davies, Councillors Larry Anderson, Mac Hamilton, Mike Cole, Maxine Cannon, Rick Suy

Regrets: Councillor Jim Bennett

Staff: Betty Gibson, Clerk-Treasurer

Public: There were approximately 14 people in attendance.

Press: Sue Nielsen, Temiskaming Speaker

2. Adoption of the agenda as circulated

Resolution No.: 08/34

Moved By: Mike Cole

Seconded By: Larry Anderson

Be it resolved that the January 14, 2008 Agenda be adopted as circulated, and amended, Information Items 8 and 9 move to In-Camera and 3 resolutions added under New Business.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST:

Mayor Davies and Councillor Hamilton declared a conflict of interest with respect to Correspondence Action Item #12.

4. Adoption of the Minutes

Resolution No.: 08/35

Moved By: Larry Anderson

Seconded By: Michael Cole

Be it resolved that the minutes of the Regular Council Meeting and In-Camera Meeting held January 14th, 2008 be adopted as circulated by the Clerk.

CARRIED

5. DELEGATIONS: NONE

6. COUNCIL COMMITTEE/MAYOR/CLERK REPORTS:

Councillor Maxine Cannon:

Recreation:

- Frosty Frolic Carnival will be held February 14, 15 and 16th ;
 - \$500 from the budget will be required;
 - Volunteers may contact Monique O'Shaughnessy;
 - Concession stand will be open with a variety of food;
 - Legion Bean Supper on Friday February 14th;
 - Kids dance at the Recreation Centre on Friday February 14th;
 - Kids Scavenger Hunt, donut eating contest, snow sculpture contest, broom ball game, valentine skate, tea boiling contest, more kids games, poster contest and Adult dance with Shawn Laronde as DJ on Saturday February 15th;
 - Look for signs and fliers soon.

- Parks and Recreation meeting held the first Thursday of each month at 7:00 p.m. – a notice could be included in the Moose Call;
- Finance Report: \$4,467.71 in the bank;
- Toe Jam Tequila is booked for August 9;
- Will be canvassing businesses for prizes for the walkathon in June;
- Residents would like to see if a hill could be built up in a safe place for the children to slide on;
- Ron Sauvé Jr. is the rink attendant for this winter and it is going well;
- Tree Lighting Ceremony was a success;
- Volunteer Program Award is being looked into; nominations are welcome.

Clerk's Report:

Funding Initiatives:

It has been busy in the New Year, with new funding initiatives becoming available and previous application deadlines approaching quickly.

- Municipal Infrastructure Investment Initiative will provide \$300 M for 440 municipalities in Ontario. This Provincial initiative is 100% provincially funded with no Town share required. I have had numerous phone discussions with the Ministry and researched various possibilities for projects which would be most beneficial for the Town and my report is included in the agenda package.
- Hydro One's PowerPlay Grant Application was submitted and further information is required by February 28th, 2008; Larry and I will be working on this.
- Canada Summer Jobs applications will be accepted from February 1 to February 29, 2008.
- Celebrate Canada applications deadline is February 28, 2008.
- The Asset Management Program funding agreement was signed last year, and RFP's for a consultant must be put out as soon as possible.

Paving Project

- A Consultant has been engaged for the Paving Project under COMRIF. Peter, Lee and I have attended one pre-design meeting. The Engineer will be putting the job out to tender in February. Claim forms will be submitted accordingly.

Water Treatment Plant

- Water Treatment Plant Upgrades is complete. The Final Claim Form is being reviewed by the Engineer.

Communities-In-Action Fund (Ministry Of Health Promotions)

- Sound system funded by the CIAF was installed before Christmas and working well;
- Aquafitness Classes have commenced with 7 ladies registered in January and 8 in March;
- Dance classes on Saturday have commenced – HIP HOP at 10:00 a.m. about 15 registered and Ball Room with 7 couples attending. Both are lots of fun and exercise.
- Checking out prices and suppliers for the rest of the gymnastic equipment required – it is more expensive than I anticipated and many thanks to the City of Temiskaming Shores Recreation Department for loaning us some equipment. I hope to have more news soon with the start date for the gymnastic classes. Watch for a flier.
- Checking various suppliers for new hockey nets and hope to have them soon.

Fred Keenan Centre Improvements

- I spoke with Darcy Hearn, Hearn Construction and he will attend at the FKC Tuesday at 1:00 p.m. with his electrician to confirm what is required electrically. Mr. Hearn will meet with Dr. Hardie next Monday to review her needs.

Payroll Direct Deposit:

- I asked Lise to check into direct deposition for payroll. The cost would range from \$25.00 to \$40.00 per month; this is too expensive for 4 employees.

Financial Update

- Balance of funds to date, including outstanding receivables (2007 and prior) is in the range of \$651,082.65.
- Outstanding expenditures, grants not yet expended, and reserves, are approximately \$633,520.23.
- There have been a number of substantial expenditures over the past year and this first month of 2008 i.e. legal fees, insurance, consulting fees, which total \$142,810. I provided these expenses to give you an idea of expenses being paid over and above the monthly expenses i.e. OCWA, OPP, and DTSSAB etc. Although the insurance is a normal expense, it is a significant lump sum amount.
- A preliminary budget meeting will be scheduled shortly.

E-9-1-1

- I have met with Debby Smith and shared a number of email regarding the implementation of E 9-1-1.
- Where she required more information, I provided it, and reviewed and signed a letters to be sent to residents of the former unorganized Township of South Gillies); letter and application to M.T.O.;
- Expected date to begin installing posts is May 1st.

Miscellaneous Items

- Accounts reviewed – less journal entries required;
- Auditor advised that accounts look better than last year;
- Provided information to solicitors on various legal matters i.e. property, lawsuits;
- Dexnyl (Scandia Inn) – must provide more information to the Feds; will be talking with the lawyer this week;
- Attended court;
- Archiving older files; minutes, etc.

7. CORRESPONDENCE

A. Action Items

1. 9-1-1 – Naming Island in Bay Lake

Resolution No. 08/36

Moved By: Mac Hamilton

Seconded By: Larry Anderson

Be it resolved that Council approve naming the Island in Bay Lake in the former Gillies Limit South which is owned by Mr. & Mrs. Faulkner as “Island A” as recommended by Deborah Smith for the purpose of E 9-1-1 addressing.

CARRIED

2. Smallmouth Bass Series

Resolution No.: 08/37

Moved By: Mike Cole

Seconded By: Rick Suy

Be it resolved that the letter from Dave LaFontaine, Temiskaming Smallmouth Bass Series, requesting Latchford to host the Tournament on July 19th, 2008 at a cost of \$150.00 for advertising and trophies be received and approved.

CARRIED

3. Sale of Old Steel

Resolution No. 08/38

Moved By: Larry Anderson

Seconded By: Maxine Cannon

WHEREAS there is a large amount of tin stored at the Public Works Complex which will be of less value if left any longer;

AND WHEREAS the Public Works Foreman recommends this tin be sold as soon as possible in order to receive additional revenue for the Public Works requirements;

NOW THEREFORE BE IT RESOLVED THAT Council approved the advertising of the tin for sale at a price as recommended by the Public Works Foreman.

CARRIED

4. Heritage Week

Resolution No. 08/39

Moved By: Rick Suy

Seconded By: Mike Cole

Be it resolved that the letter from the Ontario Heritage Trust re: Heritage Week 2008 be received and Council does hereby declare February 18 to 24, 2008 as Heritage Week in the Town of Latchford.

CARRIED

5. Recreation and Parks Month

Resolution No. 08/40

Moved By: Mac Hamilton

Seconded By: Larry Anderson

Be it resolved that the letter from Ontario Parks Association, Ontario Recreation Facilities Association, Parks and Recreation Ontario regarding Recreation and Parks Month be received and Council does hereby declare the month of June as Recreation and Parks Month in the Town of Latchford.

CARRIED

6. Ontario Wilderness Region Membership

Resolution No. 08/41

Moved By: Rick Suy

Seconded By: Mike Cole

Be it resolved that the letter from Ontario's Wilderness Region re: Membership Cost of \$149.00 be received and referred to the Budget File.

CARRIED

7. Accounts for Period December 13, 2007 to January 16, 2008

Resolution No. 08/42

Moved By: Larry Anderson

Seconded By: Maxine Cannon

Be it resolved that the Payroll in the amount of \$14,845.20 and General Bills in the amount of \$118,638.25 for the period December 13, 2007 to January 16, 2008 be passed and paid on behalf of the Corporation of the Town of Latchford.

CARRIED

Against: Councillor Mac Hamilton

8. Celebrate Canada Program

Resolution No. 08/43

Moved By: Mike Cole

Seconded By: Maxine Cannon

Be it resolved that the letter and information package from Canadian Heritage re: Celebrate Canada Program be received and the Clerk-Treasurer submit an application for funding for Canada Day activities in Latchford.

CARRIED

9. OGRA/ROMA DELEGATIONS

Resolution No. 08/44

Moved By: Larry Anderson

Seconded By: Mac Hamilton

Be it resolved that the notice from the Ministry of Municipal Affairs and Housing regarding the OGRA/ROMA 2008 Conference delegates be received and the Clerk will be advised of the Ministers whom the Council representatives wish to meet with before the February 6th deadline – Minister of Transportation and Minister of Natural Resources.

CARRIED

10. Family Day Resolution No. 08/45

Moved By: Maxine Cannon

Seconded By: Mike Cole

Be it resolved that February 18th designated by the Province as “Family Day” be designated by the Town of Latchford as Family Day and the Employee Policy Manual be amended to include this day as a holiday.

CARRIED

11. Council-in-Committee / Committee of the Whole Recording Secretary

Resolution No. 08/46

Moved By: Maxine Cannon

Seconded By: Larry Anderson

Be it resolved that further to the Council in Committee recommendation, the Clerk and/or Deputy Clerk be designated as the Secretary for the “Council in Committee” meetings and be remunerated accordingly at their rate of pay as Council deems these meetings to be additional to their normal duties.

CARRIED

Against: Councillors Mac Hamilton and Mike Cole

12. Order Declaring Vexatious Litigants

Resolution No. 08/47

Moved By: Rick Suy

Seconded By: Larry Anderson

Be it resolved that we hereby retain the services of Miller Maki LLP to bring an Application in the Ontario Superior Court under Section 140(1) of the Courts of Justice Act for an Order declaring certain individuals as recommended by the Town’s solicitor vexatious litigants.

CARRIED

Mayor Peter Davies and Councillor Mac Hamilton declare a conflict of interest and abstained from discussion and did not vote on the question.

13. Municipal Infrastructure Initiative Investment

Resolution No. 08/48

Moved By: Mac Hamilton

Seconded By: Larry Anderson

WHEREAS the Clerk submitted a report to council outlining several options for an application for funding under the Municipal Infrastructure Investment Initiative (MIII);

AND WHEREAS the Greenwood Park Project plays an integral part in the Strategic Plan for the Town of Latchford and in inciting tourists to Latchford and area and thereby improving the economy of Latchford and the area;

NOW THEREFORE BE IT RESOLVED THAT Council authorizes the Clerk-Treasurer to submit an application to MIII for funding in the approximate amount of \$300,000 to complete required infrastructure in the WJB Greenwood Provincial Park.

CARRIED

B. Information Items

Resolution No. 08/49

Moved By: Mike Cole

Seconded By: Rick Suy

Be it resolved that the Information Items #1 - 7 be noted and filed:

1. Tri-Town & District Chamber of Commerce re: Latchford's Radio Auction donation.
2. Montreal and Matabitchuan River System DS EPRP Stakeholder Minutes of December 18, 2008 meeting.
3. Building Maintenance Check List – January 7, 2008.
4. Ministry of the Environment re: Notice of Release of the 2006-07 Inspection Report Rating Record.
5. Michael Del Monte, OCWA re: Aqua flows.
6. South Temiskaming Community Futures Development minutes of January 17, 2008 meeting and financial statement (on file).

CARRIED

8. ONGOING BUSINESS

1. Official Plan Amendment/Zoning By-law.
2. Green Solutions.
3. Lead Sampling.
4. Budget.

9. NEW BUSINESS

1. Latchford Social Club.

Resolution No. 08/50

Moved By: Mike Cole

Seconded By: Mac Hamilton

Be it resolved that Council approve the Latchford Social Club's use of the Community Hall and Kitchen as required, free of charge unless there is a previous booking on the same date

CARRIED

2. Tri-Town Sno Travellers.

Resolution No. 08/51

Moved By: Mike Cole

Seconded By: Larry Anderson

Be it resolved that Council provide the Tri-Town Sno Travellers with a letter of support with respect to their funding application.

CARRIED

3. Information Access Security Policy

Resolution No. 08/52

Moved By: Mac Hamilton

Seconded By: Maxine Cannon

Be it resolved that the Clerk-Treasurer be authorized to develop an information access security policy for Council's review by March 19, 2008, restricting all access to all Municipal computer and IT technology equipment, password codes and keys, etc. only to the Latchford Municipal Administration Staff in accordance with their Confidentiality Oath and responsibilities.

CARRIED

4. Policy to restrict direct access to data storage vault.

Resolution No. 08/53

Moved By: Mac Hamilton

Seconded By: Larry Anderson

Be it resolved that the Clerk-Treasurer be authorized to develop a policy for Council's review by March 19, 2008, restricting direct access to the data storage security vault only to the Latchford Municipal Administration Staff in accordance with their Confidentiality Oath and responsibilities.

CARRIED

5. RFP for a qualified webmaster

Resolution No. 08/54

Moved By: Mac Hamilton

Seconded By: Larry Anderson

Be it resolved that the Clerk-Treasurer be authorized to develop and issue an RFP for Qualified Webmaster sources that could be selected by Council to address our Municipal needs in accordance with our Strategic Plan.

CARRIED

Against: Mayor Peter Davies and Councillor Larry Anderson

7. Landfill Site Passes

Resolution No. 08/56

Moved By: Larry Anderson

Seconded By: Mike Cole

Be it resolved that Council approve the issuance of Landfill Site Passes with the interim tax bill for each property roll number;

And further that the Pass shall not be loaned or transferred;

And further that if the Pass is lost an additional pass will be provided free of charge, but any additional pass shall cost \$5.00 per pass.

CARRIED

10. BY-LAWS

By-Law No. 855/08

Resolution No. 08/57

Move By: Larry Anderson

Seconded By: Mac Hamilton

Be it resolved that By-Law No 855/08 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for its regular meeting held January 28, 2008 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

11. CLOSED MEETING

Resolution No. 08/58

Moved By: Rick Suy

Seconded By: Maxine Cannon

Be it resolved that the Council for the Town of Latchford enter into a Closed Meeting at 8:50 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. 08/59

Moved By: Mike Cole

Seconded By: Rick Suy

Be it resolved that Council now arise from Closed Meeting at 9:05 p.m.

CARRIED

Resolution No. 08/60

Moved By: Mike Cole

Seconded By: Larry Anderson

Be it resolved that Council authorize paying Deborah McKenzie and Dave Hill \$522.50 each towards the survey costs for the properties they are purchasing, as the complete block was surveyed.

CARRIED

12. ADJOURN

Resolution No. 08/61

Moved By: Larry Anderson

Seconded By: Mac Hamilton

Be it resolved that Council now adjourn at 9:06 p.m. until the next regular meeting or call from the Mayor. February 4th 2008 Committee of Council.

CARRIED

**Dated at Latchford this 11th day
of February, 2008.**

Mayor

Clerk-Treasurer