

**CORPORATION OF THE TOWN OF LATCHFORD
MINUTES OF THE REGULAR MEETING OF COUNCIL
THURSDAY MARCH 21ST 2013.**

At 7:00 p.m. .

**HELD AT THE LATCHFORD COMMUNITY RECREATION
CENTRE**

1. Call to order and mayoral comments.

PRESENT:

Council: Mayor George Lefebvre, Councilors, Maxine Cannon, Theo Cull, Jo-Anne Cartner, and Dave Willcock

Regrets: Councilor Green and Councilor Anderson

Staff: Jaime Allen, Clerk and Lise Remillard, CFO.

Public: Four Public.

Press: Darlene Wroe, Temiskaming Speaker.

1. Mayor Lefebvre called meeting to order.

2. Adoption of the agenda as circulated

Resolution No.: 13/1150

Moved By: Theo Cull

Seconded By: Jo-Anne Cartner.

Be it resolved that the March 21st 2013. Agenda be adopted as circulated and amended.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST

Councilor Willcock: New Business Item request to sever and purchase.

4. Adoption of the Minutes

Resolution No.: 13/1151

Moved By: Maxine Cannon

Seconded By: Theo Cull

Be it resolved that the minutes of the Committee of the whole and Regular Council Meeting held February 21st and March 7th 2013 be adopted as amended...

CARRIED

5. DELEGATIONS / PRESENTATIONS: Ross Latter, Julie Tobler, Danielle Girard.

Kemp Elliott and Blair Municipal Auditors.

Presented 2012 Consolidated statements. (See attached)

6. COUNCIL COMMITTEE/MAYOR/CLERK REPORTS:

Councillor Cull: see attached

Councillor Willcock: see attached

Councillor Anderson: see attached

Councillor Cartner: see attached.

Councillor Green: see attached

Mayor Lefebvre: Mayors monthly report (see attached)

7. CORRESPONDENCE AND ACTION ITEMS

A. Action Items

1. Small Mouth Bass Series.

Resolution No.: 13/1152

Moved By: Jo-Anne Cartner

Seconded By: Theo Cull

Be it resolved that the: Corporation of the Town Of Latchford approves expenditure of \$150.00 (one hundred fifty dollars) to sponsor Temiskaming Small Mouth Bass Series to be held in Latchford on August 25th 2013.

CARRIED

2. Temagami-Cobalt- Corridor around the Lake Tour.

Resolution No.: 13/1153

Moved By: Maxine Cannon.

Seconded By: Jo-Anne Cartner

Be it resolved that the Corporation of the Town of Latchford approves expenditure of \$300.00 (three hundred dollars) to the around the lake tour in partnership with Temagami-Cobalt- Corridor Committee.

CARRIED

3. Tipping Fees Increase.

Resolution No.: 13/1154

Moved By: JoAnne Cartner

Seconded By: Theo Cull

Be it resolved that the Corporation of the Town of Latchford approves an increase in tipping fees for truck loads and trailer loads from \$5.00 (five dollars) to \$7.00 (seven dollars). Effective March 21st 2013.

CARRIED

4.

2012 Annual Report Latchford Drinking water system

Resolution No.: 13/1155

Moved By: Jo-Anne Cartner

Seconded By: Theo Cull

Be it resolved that the Corporation of The Town of Latchford accepts the 2012 annual report for the Latchford drinking water system as presented.

CARRIED

5. Payroll and General Bills

Resolution No.: 13/1156

Moved By: Theo Cull

Seconded By: Jo-Anne Cartner

That the following Payroll in the amount of \$17,650.60 and General Bills in the amount of \$295,536.28 for the period February 21st 2013 to March 20th 2013, be passed and paid on behalf of the Corporation of the Town of Latchford.

CARRIED

8. Information Items

Resolution No. 13/1157

Moved By: Jo-Anne Cartner

Seconded By: Theo Cull

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

B. Information Items

1. Hydro One Contact Information
2. MNR Annual Work Schedule.
3. Ministry Of Municipal Affairs And Housing shared services survey.
4. Dr. Roedde Medical Center update.
5. The Risk Reporter(Liability)
6. MNR Temagami Land Use Plan.
7. Ministry of Community Safety (Emergency Management)
8. Coleman Township Zoning By-Law Amendment.
9. Temagami-Cobalt Corridor minutes.
10. Weaver Simmons Seminar invitation.
11. FONOM, Crown Forest Sustainability.

CARRIED

09. ONGOING BUSINESS:

Discussed Fire Dept By-Law to be reviewed at next Council meeting.

10. NEW BUSINESS:

Request from Dave Willcock to purchase and sever portion of lot 180.

****Councillor Willcock left meeting when this was discussed.****

11. BY-LAWS

Resolution No 13/1158(TABLED)

Moved By: TABLED

Be it resolved that By-Law No. 13/1332 being a bylaw to declare PT RP 54R2889 Part 1PCL 22536SST, Tourist Booth and Municipal Office 2.79ac as surplus. Be taken as read a first, second and third time and finally passed by Council of the Corporation of the Town of Latchford.

TABLED (To be reviewed at future Council Meetings)

Resolution No 13/1159

Moved By: Theo Cull

Seconded By: Jo-Anne Cartner

Be it resolved that By-Law No. 13/1333 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for Council meeting held March 21st 2013 Be taken as read a first, second, and third time and finally passed by Council of the Corporation of the Town of Latchford.

CARRIED

12. ADJOURN

Resolution No. 13/1160

Moved By: Jo-Anne Cartner

Seconded By: Theo Cull

Be it resolved that Council now adjourn at 8:34p.m. Until the next regular meeting or call from the Mayor.

CARRIED

**Dated at Latchford this 21st day
Of March 2013.**



Mayor



Clerk

Annual Performance Report – 2012



Latchford Wastewater Treatment System

PREPARED BY : THE TOWN OF COBALT
18 SILVER ST BOX 18
COBALT ON P0J 1C0

Contents

Executive Summary	2
Abnormal Operations/Call-Outs	2
Effluent Water Quality	
Laboratory Analyses	3
BOD and Suspended Solids	4
Phosphorous	5
Bypasses and Spills	5
Water Quantity	6-7
Treatment Chemical Statistics	7
Capital Expenditures	8
Sludge Haul	9

Executive Summary

The following report is a brief summary of the performance of the Latchford Wastewater Treatment Plant during the preceding calendar year (2012). It is intended to inform the Owner of performance efficiency and any events of significance (ie. abnormal operating conditions). If you have any questions or concerns about the content of this report, please feel free to contact an Authorized Representative of The Town Of Cobalt at your convenience.

Abnormal Operations

The table below summarizes any instances of Abnormal Operations during the preceding calendar month.

Incident Date	Description of Abnormal Operation	Call-Out	Corrective Action	Corrective Action Date
Jan 24 2012	Ice chipper stuck in clarifier drive		Drain clarifier remove ice chipper and replace rusted off bolts on Rakes and inspect clarifier	Jan 24 th 2013

Discharge (Effluent) Water Quality

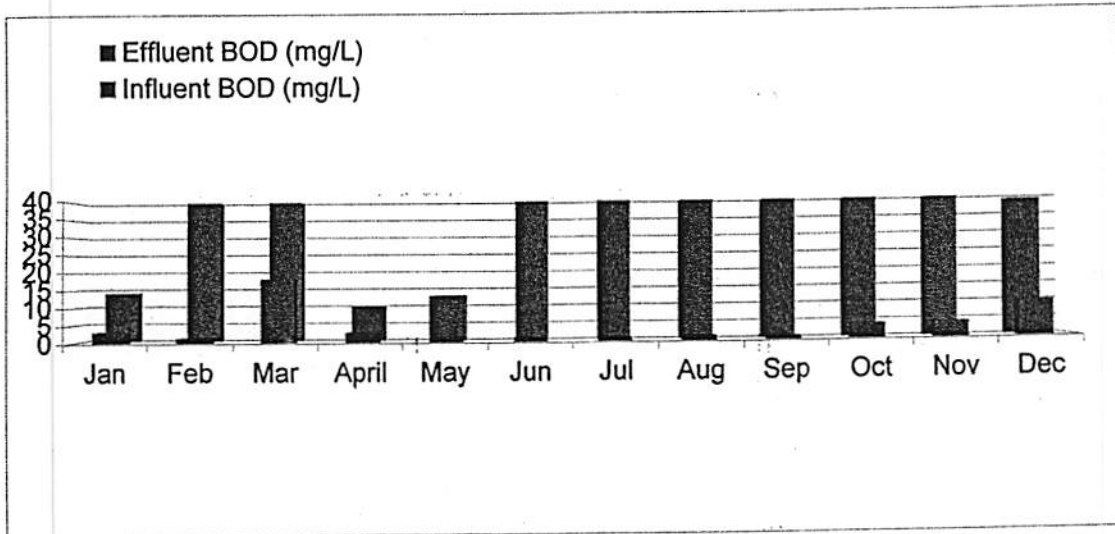
LABORATORY ANALYSES

The Latchford Wastewater Treatment Plant is an extended aeration activated sludge facility. This type of treatment process is a biological treatment process that relies on microorganisms to consume the waste coming into the facility. To verify the effectiveness of the treatment process, the operators collect and submit laboratory samples for a variety of water quality parameters. The table below summarizes the results of tests submitted to the laboratory to date in the current calendar year. Effluent (discharge) is tested for Total Suspended Solids and E-coli (when chlorinating only) bi-weekly. All other parameters listed below are tested monthly.

	Biochemical Oxygen Demand (mg/L)	Total Suspended Solids (mg/L)	Phosphorous ($\mu\text{g/L}$)	Ammonia as Nitrogen (mg/L)	E-Coli (CFU/mL)
Jan.	3.2	22.5	0.629	0.012	N/A
Feb.	1.4	5.5	0.213	0.027	N/A
March	18	25	0.489	1.540	N/A
April	2.9	10.5	0.647	0.028	N/A
May	13	23.7	1.66	0.029	N/A
June	1.1	7.2	0.226	0.020	7000
July	1.0	3.3	0.08	0.010	6066
Aug.	1.4	7.5	0.11	0.040	7333
Sept.	1.1	15.5	0.239	0.010	4000
Oct.	4.3	10.5	0.330	0.039	N/A
Nov.	4.5	10.5	0.298	0.033	N/A
Dec.	10.2	8.5	0.347	0.032	N/A
AVERAGE	5.175	12.52	0.439	0.152	5,349

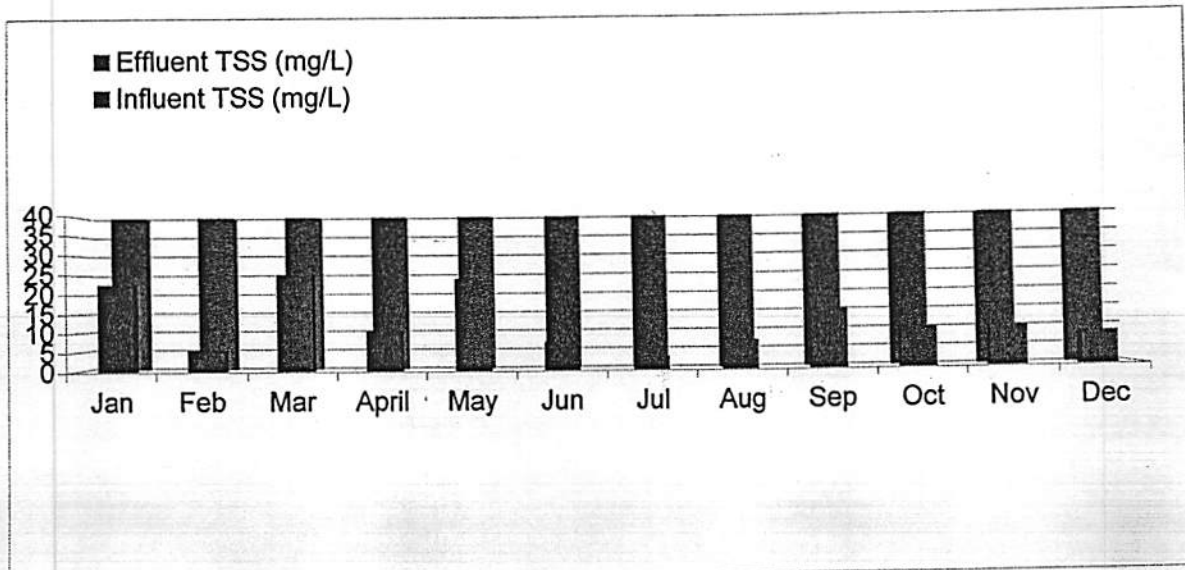
BIOCHEMICAL OXYGEN DEMAND

The graph below plots influent vs. effluent Biochemical Oxygen Demand. This is measured to determine what impact our discharge will have on the oxygen level of receiving water. The effluent discharge limit is 25.0 mg/L (Annual Average).



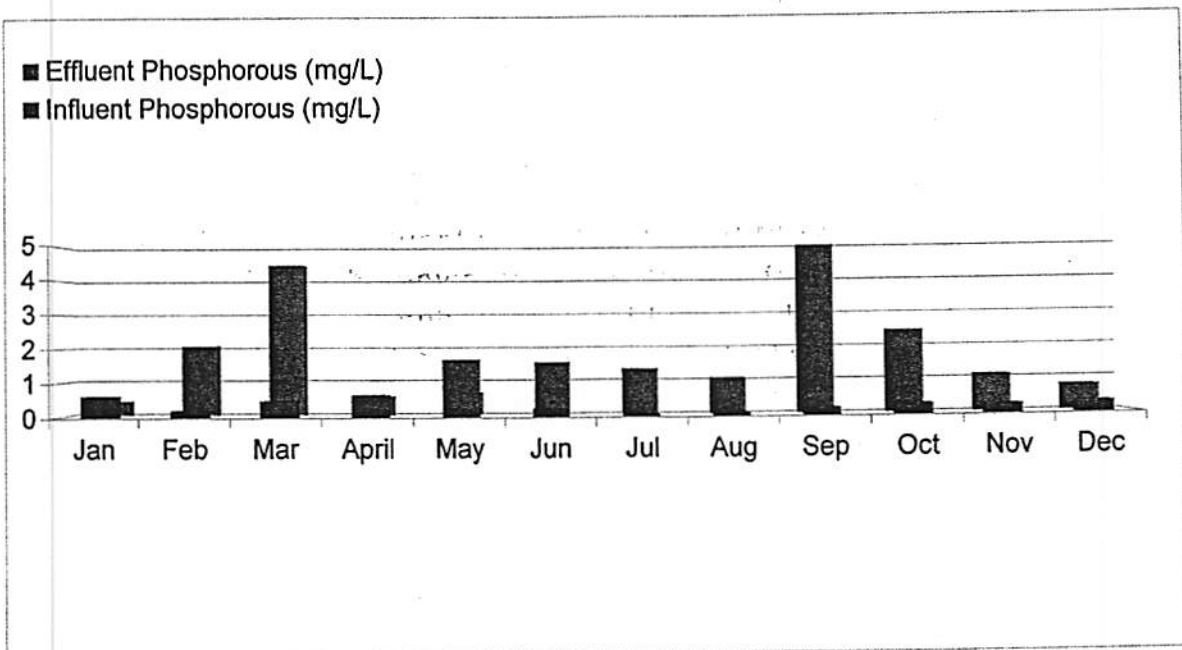
TOTAL SUSPENDED SOLIDS

The graph below plots influent vs. effluent Total Suspended Solids. This is measured to determine the solids loading on receiving water. Excessive solids can reduce the clarity and lead to sludge accumulation on the bottom of lakes and rivers. The effluent discharge limit is 25.0 mg/L (Annual Average).



PHOSPHOROUS

The graph below plots influent vs. effluent Total Phosphorous. Phosphorous, when discharged into the environment, acts as a fertilizer. Discharging excessive amounts of phosphorous could lead to algae blooms in receiving waters. The effluent discharge limit is 1.0 mg/L (Annual Average).



Reportable Spills or Bypasses

The table below provides a summary of any reportable spills or bypasses to date during the current calendar year.

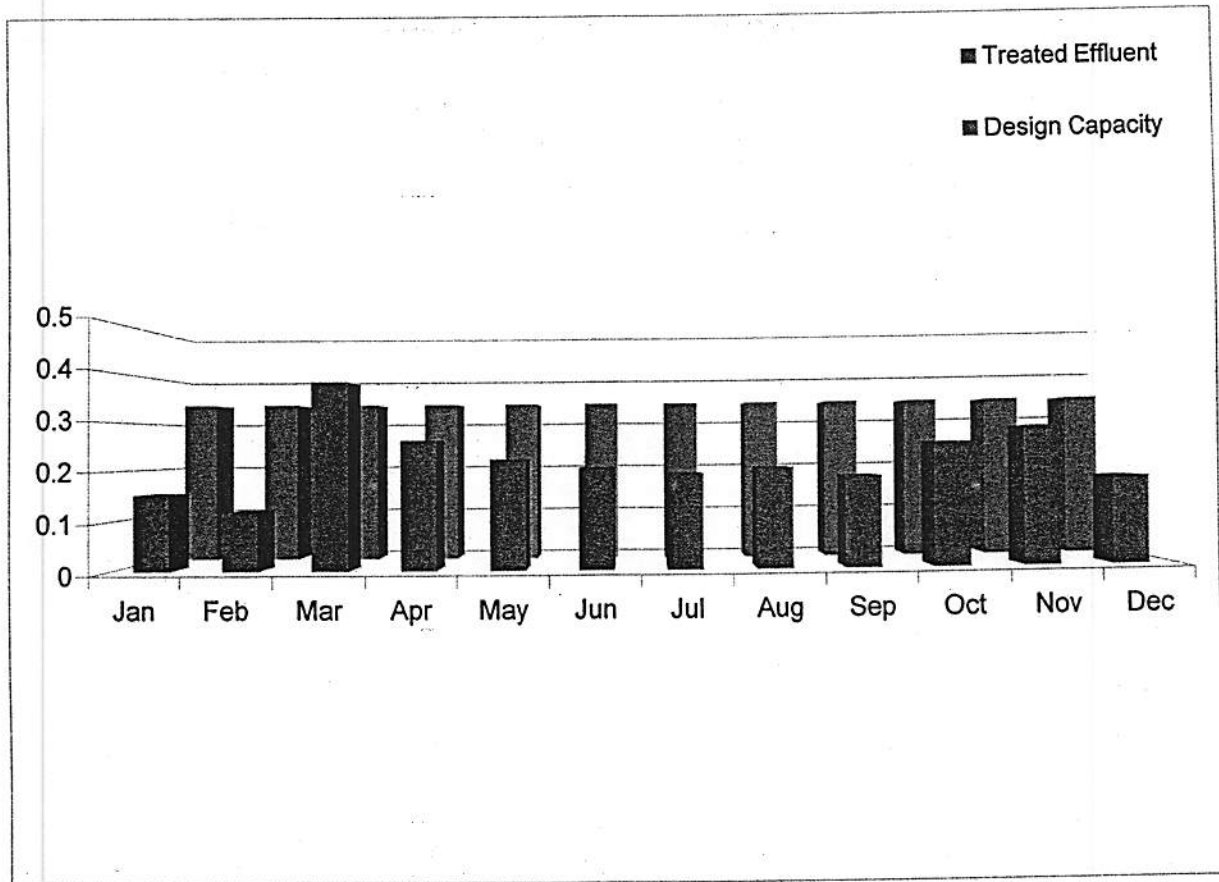
Incident Date	Details of Spill or Bypass	Corrective Action	Corrective Action Date
	No spills or Bypasses		

Water Quantity

The table below provides a summary of the volume of wastewater treated. The facility has a design capacity of 75,000 Imperial Gallons per Day ($0.3405 \times 10^3 \text{m}^3/\text{day}$). As the facility approaches capacity (greater than 80%), effluent water quality deteriorates and the Ministry may impose restrictions on new development in town.

	Effluent Total Flow (10^3m^3)	Effluent Average Daily Flow (10^3m^3)	Flow as % of Design Capacity
January	4.575	0.153	44.93
February	3.290	0.118	34.65
March	11.345	0.378	111.01
April	7.829	0.261	76.65
May	6.664	0.222	65.20
June	6.113	0.204	59.91
July	5.944	0.192	56.39
August	6.276	0.202	59.32
September	5.513	0.184	54.04
October	7.711	0.249	73.13
November	8.338	0.278	81.64
December	5.236	0.175	51.39
TOTAL	78.834	2.616	768.26
AVERAGE	6.569	0.218	64.02

Average Daily Volume of Wastewater Treated (Flow x 1000 m³)



TREATMENT CHEMICALS

The table below shows the total quantity of chemical consumed during each month of the year. The quantity of chemical used in any given month is determined by – Total Volume of Water Treated x Average Dosage Per Litre of Water Treated.

Treatment Chemical	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Sodium Hypo						18.4	9.4	7.23	5.53	0	0	0

TOTAL QUANTITY CONSUMED (Year to Date) = 40.56 Liters

Capital Expenditures

The table below summarizes any Capital Expenditure needs identified to date during the current calendar year.

Item	Description	Approximate Cost	Status*
1	Ball valves for aeration chamber all have to be replaced with pipes and aerators inspected	6000\$	N
2	Bearings for blowers need replacement	400\$	N

*A = Approved

R= Rejected

N = Not Yet Determined

Sludge Haul

The removal of the Latchford waste water treatment plant bio-solids was contracted out to Mattawa Group Waste management. On July 26th 2012 Mattawa Group removed a total 6000 gallon at 4 intervals with there 1500 gallon truck. The bio-solids where transported to Latchford Drying Trenches Located at The Latchford Land Fill Site.

See Attached copies of Sludge Haul Lab Results



Analytical Report

Client:	Victor Legault	Work Order Number:	161177
Company:	Town of Cobalt - Latchford WTPC	Date Order Received:	08/01/12
Address:	18 Silver St. Box 70 Cobalt, ON, P0J 1C0	Regulation:	None
Phone:	(705) 679-8110	PO #:	
Fax:	(705) 679-5050	Project #:	
Email:	pwstoc@ntl.aibn.com	Sampled By:	Patrick Laurin
Notes:	* Sludge Haul		

Analyses were performed on the following samples submitted with your order.
The results relate only to the items tested.

Sample Name	Lab #	Matrix	Type	Comments	Date Collected	Time Collected
Latchford Sludge	431264	Sludge	Comp		07/26/12	13:30

The following instrumentation and reference methods were used for your sample(s)

Method Name	Description	Reference
K-BOD5	Determination of 5-Day Biological Oxygen Demand (BOD5) Instrument group: BOD Group	Based on APHA 5210B
KL-M0109-TSS	Determination of Total Suspended Solids in water by gravimetry Instrument group: Balance Denver	Based on APHA 2540D
TP Water	Determination of Total Phosphorus in Water Instrument group: Subcontracted	Based on APHA-4500

This report has been approved by:

Brad Woodward, H.B.Sc.
Laboratory Director

Mayor's Report, March 21, 2013

Dam Project:

I participated in a Skype call with Mark Powell, Colin Digout and Jeff Barton on February 28. At that time I advised both that the Town had rescinded its resolution of approval in principle for their project at our meeting of February 21. I explained that somehow this had been misconstrued as outright approval by PWGSC and this was our only recourse to correct that. They reacted rather negatively, telling me that we couldn't rescind a motion by a former Council and I suggested they contact MMAH for clarification on that. I also reminded them that whatever level of support they received from the previous Council was probably in response to the 4 full time jobs that had been promised at that time which was misleading to say the least.

Mark subsequently sent an email to Jeff Barton and I to advise us he wouldn't be talking to us anymore and cancelled a breakfast meeting with us during PDAC.

The peer review on the WPG proposed plans being conducted by Hatch Engineering is due to wrap up next week or early the following week.

PWGSC has indicated that they will be hosting a "key stakeholders" meeting in early April but have not provided a tentative date at this time. I was contacted by Sylvain Blais of PWGSC yesterday to advise that Dessau/Hydrosys will be conducting bathymetric surveys upstream and downstream of the present dam to gather information on potential new dam alignments. They are to start this week and will be here for from 5 to 10 days. PWGSC will also be here in the near future to conduct geotechnical work.

John Vanthof requested a meeting with me regarding the WPG proposal for the dam as the WPG representatives had met with him. We met on the 11th and I outlined our side of things, briefed him on the peer review being conducted, spoke of what our desires are as a municipality, etc. John stated he was glad he had taken the time to hear Latchford's side of this as he knew there was more to it than he had been told. It is people such as John that we can share the peer review results with once completed.

Water Management Plan for the Montreal River

Mayor Dan Cleroux of Coleman shared my concerns that there has never been a Water Management Plan (WMP) signed off on for our river system. I had advised Dan that we participated in the Standing Advisory Committee (SAC) for the Matabitchuan River system which is the result of having a WMP. He arranged a meeting with Marcel Pelchat of OPG where we shared our concerns with him and were advised that it was the District Manager for the MNR that signs off on these agreements and the apparent holdup for signing off was some

outstanding lawsuits from Lady Evelyn Lake property owners. As it is essential to have a WMP on our river system to protect both municipalities and property owners, we will continue to pursue this.

A WMP and its resulting SAC will be especially critical if anyone other than PWGSC or the Town were to become operators of the new control dam.

Botha Creek Bridge

I was contacted by a tax payer in November to advise me of OPG's notice of removal of this short bridge in 2014 which is located just below Ragged Chute on the old Silver Centre rail right-of-way. This access is vital for him and at least 2 other Latchford tax payers to cross to get to their properties. This issue was also discussed with Marcel Pelchat and will be discussed further with MNR as to a suitable resolution for these seasonal residents.

Doctor's Contract

The new Doctor's Contract has been received and is under review and consideration at this time. This has resulted in flurry of emails involving Lise and I at this point so hopefully we can resolve something in the near future. Lise and I had a conference call with Lison Breton of the Ministry of Health on March 15th seeking clarity on some aspects of the contract.

GLL

PUBLIC WORKS MARCH 21, 2013.

Public works has been doing regular work and maintenance during the last month of winter (hopefully!).

Public works has been meeting and putting together values and costs of our present equipment and work they do for budget purposes. Consideration is being given to what can be surplused and what should not be, based on costs. This is to allow council to make informed decisions when proposals are put forward for public works.

If any council member has a question regarding public works please leave it with Jaime or Lise to forward to public works and we will attempt to get the answers.

Report from Councillor Dave Willcock

March 21, 2013

Re: Possible acquisition of Crown Land on East Side of Murphy Mill Road:

Nothing new on this project.

Re: Potential lot at the end of Macleod:

Nothing new on this project.

Re: Natural Gas Extension to Service Latchford:

I received a reply from Paul Deredin, the construction and growth representative at Union Gas, regarding my idea to run the gas line in the riverbed.

Unfortunately, they will not install a pipeline in any river bed or stream unless it is to cross it only. Even then, if they can avoid these types of crossing, they will. Environmentally just crossing a river would require a permit from the Feds and Province and any other regulator involved.

He offered an apology, but states that the best route was selected in their original estimate. This puts me back to the search for \$930K.

LAS Energy Program:

Regarding the streetlight account, I am attaching the LAS standard services agreement for council's review and consideration. It has been personalized for our town. LAS will require a council resolution or by-law related to the approval/signature of this agreement and approval of enrollment in the LAS program.

The fee that would be paid for the enrollment of the streetlight account is contained in Part C of Appendix B of the agreement - \$15 per month/account. This fee is billed as part of the energy commodity cost on our Hydro One bill.

Below is a slide from the current LAS program presentation which quantifies the current expected savings opportunity related to streetlight accounts. These savings are not guaranteed however given the high cost of RPP electricity (our current electricity billing option) a 10% savings expectation is reasonable.

Streetlight Accounts

Expected Streetlight Savings per kWh

	Price (c/kWh)
Avg. HOEP (4)	1.95
Global Adjustment Charge (5)	5.10
RPP (6)	8.50
Expected Savings	1.45 c/kWh

Notes:

- 4) The average HOEP cost based on the streetlight profile for an Ontario LDC from November 2011 to October 2012. Savings within different LDC service areas will vary slightly.
- 5) The Global Adjustment average charge from December 2011 to November 2012 (plus 0.1 c/kWh as an added caution).
- 6) This rate is a blend of the two-tier RPP rate based on typical municipal account consumption.

OVER--->

OSWAP Funding:

To my knowledge, there has still been no announcement to advise that this funding will be forthcoming this year.

Dock Relocation:

I have nothing new to report this month on this matter.

Storage Building Rates:

I have measured the Quonset storage building as 80 feet long and a useable width (due to curved walls) of 34 feet, for a total of 2720 square feet. If we can fill 40% of it throughout the year, and we desire to earn \$4000.00 annually, it would be a cost of \$3.70 per square foot per year. If we use an example of a pickup truck, 7 feet wide and 17 feet long, it would result in a monthly rate of \$36.69, or an annual rate of \$440.28. A snowmobile, 9 feet by 4 feet would be \$11.10 per month. I suggest that we should offer a May 1st to November 30th special rate of \$50.00 total for snowmobile storage, as the summer months see the building relatively unused. It would be up to the owner to supply a block to lift the track if desired, and to supply a few blocks of rodent bait if desired. Once stored it could only be removed once. No "in and outs" or on site maintenance allowed. No refunds for early removal.

The rates of all other items would be calculated as the width of the item at its widest point, times the length of the item at its longest point, times \$3.70 divided by 12 months.

Monitored Hydro Costs (All taxes included)

Mar 4	Town Office	\$953.86 (kwh/day increase 11.8%)	1 mth
Feb 21	Street Lighting	\$1170.76 (kwh/day same as past year)	1 mth
Mar 1	Fire Hall	\$131.71 (kwh/day increase 9.5%)	1 mth
Mar 1	Town Garage	\$1108.14 (Average kwh/day increase 16% (Broke 3 month trend))	1 mth
Feb 26	Water Plant	\$4591.59 (kwh/day decrease 30% from prev year) Last month was 37% increase.	1 mth
Mar 1	Fred Keenan Centre	\$1338.48 (kwh/day up 9.7% from prev year second month running)	1 mth
Mar 8	Lawrence Building	\$338.22 (\$1077.02 since December 2012)	1 mth
Mar 1	Rec Centre	\$917.34 (kwh/day increase 6.7% from previous year)	1 mth

Notes:

- The water plant had a 30% decrease. After seeing the increase last month, I contacted Patrick with my concerns. He made changes to heat settings and pump settings to affect this significant change.
- The Town Garage increased its usage after a 3 month trend of being substantially lower.

End of Report

Dave Willcock

Filename: Council Report 13-03

Thursday March 21, 2013

Regular Council Meeting

7 pm Latchford Community Centre

I attended the Hudson Township Seniors meeting on the 13th along with Sue Scott and Mayor Lefebvre joined us for a presentation from Service Canada. Service Canada had sent two representatives to answer any questions . Amit Tandon was one and Antonia Mele was the other. They walked us through the New Horizon grant form which turned out to be very advantageous for the seniors group in Latchford. Wording turns out to be key in the success of your request. Support letters also play an important part.

After that issues that concerned the group were the shortage of senior homes. It seems that others ahead to any open spaces or homes that become available, of the seniors.

Another issue was felt the seniors were targeted when it comes to driving. They find the new very disturbing when accidents are blamed on the driving of seniors when other causes could be the issue, such as weather or others speeding for example.

At the end of the meeting resolutions were passed around to each group that would be taken to the next level to be dealt with.

On the 19th Joanne and I attended a library meeting. Brandon Hewitt was add to the Library board. Perry will be training Brandon on the computer to help with cataloging books. I informed them of council request on saving on anywhere they could. They seemed very agreeable and said they would look for ways to do that, may turn the heat down if they can do something with the lights. I misplaced this month's bill for the library but last month's was \$1, 284.93 which would be shared with the doctor if I understand it right.

The recreation bill was \$844..33 stamp dated Feb 4, 2013. I know that the rink was closed except for the Friday due to weather and Jacob's health. The social club uses the centre one day a week and we use it once a month along with the TCC. I believe we are doing well with the gym. I think everyone is putting the best effort to save the town on cost.

Maxine