

**CORPORATION OF THE TOWN OF LATCHFORD
MINUTES OF THE REGULAR MEETING OF COUNCIL
THURSDAY OCTOBER 15TH 2015.**

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 Mike Brooks, Jo-Anne Cartner, Scott Green, Perry Livingston and, Theo Cull

Regrets: Councillor Lepage

Staff: Jaime Allen Clerk, Lise Remillard, CFO.

Public: Nil

Press: Temiskaming Speaker Darlene Wroe, CJTT Jim Patrick.

1. Mayor Lefebvre called meeting to order.

2. Adoption of the agenda as circulated

Resolution No.:15/132

Moved By: Jo-Anne Cartner

Seconded By: Theo Cull

Be it resolved that the October 15th 2015. Agenda be adopted as circulated.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST

Mayor Lefebvre on an in camera item.

4. Adoption of the Minutes

Resolution No.: 15/133

Moved By Theo Cull

Seconded By Jo-Anne Cartner

Be it resolved that the minutes of Special Regular and In-Camera Council Meetings held September 17th 2015 be adopted as presented.

CARRIED

5. DELEGATIONS / PRESENTATIONS: Fire Chief Mike Beaupre gave an update on Fire Dept.

6. COUNCIL COMMITTEE/MAYOR/CLERK REPORTS:

Councillor Cull: Gave an update on Bdget

Councillor Cartner: see attached

Councillor Brooks; Gave an update on water treatment plant and Fire Dept.

Councillor Livingston: Gave an update on Public works.

Councillor Green: Gave an EDO update, meeting October 22nd 2015

Mayor Lefebvre: Mayors monthly report (see attached)

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In addition, it is noted that the records should be kept in a secure and accessible format. Regular backups are recommended to prevent data loss in the event of a system failure or disaster.

The second part of the document outlines the procedures for handling discrepancies. It states that any differences between the recorded amounts and the actual transactions should be investigated immediately. The cause of the error should be identified, and the records should be corrected accordingly.

Finally, the document concludes by stating that the accuracy and integrity of the records are essential for the overall success of the organization. It encourages all staff members to adhere to the established protocols and to report any issues promptly.

The following table provides a summary of the key points discussed in the document. It is intended to serve as a quick reference for all staff members involved in the record-keeping process.

Topic	Key Points
Record Keeping	<ul style="list-style-type: none"> Use receipts and invoices for all transactions. Keep records in a secure and accessible format. Perform regular backups.
Discrepancy Handling	<ul style="list-style-type: none"> Investigate any differences immediately. Identify the cause of the error. Correct the records as soon as possible.
General Guidelines	<ul style="list-style-type: none"> Ensure accuracy and integrity of all records. Adhere to established protocols. Report any issues promptly.

7. CORRESPONDENCE AND ACTION ITEMS

A. Action Items

1. Accounts Payable and Payroll

Resolution No.: 15/134

Moved By: Theo Cull

Seconded By Jo-Anne Cartner

Be it resolved that the Corporation of the Town of Latchford approves attached payroll in the amount of \$14,854.06 and accounts payable in the amount \$247,747.80 for the period August 13th thru September 10th 2015

CARRIED

2. Easement Request

Resolution No.: 15/124

Moved By: Theo Cull

Seconded By Scott Green

BE IT RESOLVED THAT the Corporation of the Town of Latchford approves request for easement as per attached application.

CARRIED

3. MPAC

Resolution No.: 15/137

Moved By: Mike Brooks

Seconded By Scott Green

Whereas the accuracy of assessments provided to municipalities from MPAC has been substantially challenged successfully by a number of large corporations costing property tax payers to shoulder the burden;

And Whereas the member municipalities of the Temiskaming Municipal Association have long expressed our displeasure with the inaccuracy of the assessments as provided to them by Municipal Property Assessment Corporation (MPAC),

And Whereas this inaccuracy has AGAIN been confirmed by the appeals launched on their properties within the City of Toronto, including Queens Park, by the Province of Ontario
WHO SETS THE RELATED ASSESSMENT POLICIES MPAC uses

Therefore be it resolved that the Temiskaming Municipal Association request their member municipalities support the dissolution of MPAC in favour of the restoration of local assessment bodies.

Further, that this resolution be circulated to all member municipalities of the TMA, other municipal associations and to FONOM.

CARRIED

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4. FIT Version 4.0.1.

Resolution No.: 15/138

Moved By: Mike Brooks

Seconded By Jo-Anne Cartner

WHEREAS capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0.1.

AND WHEREAS The Communities of the Montreal River (or equivalent community based entity) (the "Applicant") proposes to construct and operate a **Hydroelectric generating installation** (the "Project") on **the south shore of the Montreal River at the Latchford Dam** (the "Lands") in **the Town of Latchford** under the Province's FIT Program;

AND WHEREAS the Applicant has requested that Council of **Town of Latchford** indicate by resolution Council's support for the construction and operation of the Project on the Property.

AND WHEREAS pursuant to the FIT Rules, Version 4.0.1, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts;

WHEREAS capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0.1.

AND WHEREAS the Province's FIT Program encourages the construction and operation of **Hydro Electric generation** projects (the "Projects");

AND WHEREAS one or more Projects may be constructed and operated in the **Town of Latchford**

AND WHEREAS, pursuant to the FIT Rules, Version 4.0.1, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts;

NOW THEREFORE BE IT RESOLVED THAT:

Council of the **Town of Latchford** supports the construction and operation of Project on the Lands.

This resolution's sole purpose is to enable the Applicant to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project or any other purpose.

CARRIED

Information Items

Resolution No. 15/139

Moved By: Perry Livingston

Seconded By: Mike Brooks

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

B. Information Items

1. OPP 2016 Municipal police billing statement.
2. TMA Minutes October 1st 2015.
3. Energy East pipeline update
4. THU 2014 Annual Report.
5. Stewardship Ontario –Recycling program.
6. FONOM- residency increases.
7. Ministry Of Citizenship –Volunteer Award.
8. EDF regarding wind turbine project.
9. Public Works Dept incident report.

CARRIED

08 ONGOING BUSINESS: Latchford Dam (covered in the Mayors report)

09. NEW BUSINESS: NIL

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice to ensure transparency and accountability.

2. The second part outlines the procedures for handling discrepancies between the recorded amounts and the actual cash flow. It suggests a systematic approach to identify the source of the error and correct it promptly.

3. The third part provides a detailed breakdown of the monthly financial statements, including the income statement, balance sheet, and cash flow statement. Each statement is accompanied by a brief explanation of its components and how they relate to the overall financial health of the organization.

4. The final part of the document offers recommendations for improving financial management practices. It suggests implementing a robust internal control system and conducting regular audits to prevent fraud and ensure the integrity of the financial data.

5. The document also includes a section on budgeting and forecasting. It explains how to develop a realistic budget based on historical data and market trends, and how to use it to track performance and make informed decisions.

6. Additionally, it discusses the role of technology in financial management. It highlights the benefits of using accounting software to streamline processes, reduce errors, and provide real-time insights into the company's financial position.

7. The document concludes with a summary of the key points and a call to action for all stakeholders to work together to achieve the organization's financial goals.

8. The document is intended to serve as a comprehensive guide for anyone involved in the financial management of the organization. It provides a clear framework for understanding and managing the company's finances effectively.

9. It is important to note that this document is not a substitute for professional advice. For more detailed information, please consult with a qualified accountant or financial advisor.

10. The document is subject to change without notice. It will be updated periodically to reflect changes in regulations, accounting standards, and the organization's needs.

11. The document is prepared in accordance with the applicable laws and regulations. It is intended to provide a clear and concise overview of the organization's financial management practices.

12. The document is the property of the organization and should be kept confidential. It should not be distributed to unauthorized personnel.

13. The document is prepared by the Finance Department. For more information, please contact the Finance Manager.

14. The document is dated 15/10/2023.

10. BY-LAWS

Confirming By-Law

Resolution No 15/140

Moved By: Mike Brooks

Seconded By: Scott Green

Be it resolved that By-law No.2015-22 being a bylaw to authorize the execution of all legal documents for the sale of land to Jean and Bob Mikkola being described as PCL 16481 Sec lot 342,PL M57VN ,LT42548 Latchford.

CARRIED

Confirming By-Law

Resolution No 15/141

Moved By: Theo Cull

Seconded By: Mike Brooks

Be it resolved that By-Law No. 2015-23, being a by-law to confirm certain proceedings of Council of the Corporation of The Town of Latchford for Council Meeting held October 15th 2015. To be taken as read a first, second, and third time and finally passed by Council of the Corporation of the Town of Latchford.

CARRIED

11. IN- CAMERA

Resolution No. 15/142

Moved By: Mike Brooks

Seconded By: Scott Green

Be it resolved that the Council for the Town Of Latchford enter into a closed meeting at 7:42 pm to discuss the following matters as set out in the Municipal Act,2001 Section 239.

**** Personal matters about an identifiable individual, including municipal or board employees:**

CARRIED

**** Mayor Lefebvre left for in camera session, Deputy Mayor Culltook over meeting.**

Resolution No. 15/143

Moved By: Perry Livingston

Seconded By: Mike Brooks

Be it resolved that Council now arise from closed meeting @7:48pm

CARRIED

Mayor Lefebvre rejoined the meeting after closed session.



1. The first part of the document
 discusses the general principles
 of the proposed system.
 It is intended to provide a
 clear and concise overview
 of the key elements and
 objectives of the project.



2. The second part of the document
 provides a detailed description
 of the system's architecture
 and the various components
 that will be used to implement
 the project.

12. **ADJOURN**

Resolution No. 15/144

Moved By: Mike Brooks


Seconded By: Perry Livingston

Be it resolved that Council now adjourn at 7:53p.m. until the next regular meeting or call from the Mayor.

CARRIED

Dated at Latchford this 15th
Of October 2015.



Mayor, George Lefebvre

Clerk, Jaime Allen