

**CORPORATION OF THE TOWN OF LATCHFORD  
MINUTES OF THE REGULAR MEETING OF COUNCIL  
THURSDAY June 26<sup>th</sup> 2014  
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 Larry Anderson, Theo Cull, Jo-Anne Cartner, Scott Green, Maxine Cannon and Dave Willcock

**Regrets:** NIL

**Staff:** Lise Remillard, CFO, Jaime Allen, Clerk

**Public:** One member of the Public

**Press:** Jim Patrick, CJTT

1. Mayor Lefebvre called meeting to order.

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

**Resolution No.:** 14/087

**Moved By:** Scott Green

**Seconded By:** Larry Anderson

**Be it resolved that the June 26<sup>th</sup> 2014 Agenda be adopted as circulated and amended.**

**CARRIED**

**3. DECLARATION OF PECUNIARY INTEREST/CONFLICT OF INTEREST ( NIL)**

**4. Adoption of the Minutes**

**Resolution No.:** 14/088

**Moved By:** Larry Anderson

**Seconded By:** Scott Green

**Be it resolved that the minutes of the Regular Council meeting of May 22<sup>nd</sup> 2014... Be adopted as circulated by the Clerk.**

**CARRIED**

**5. DELEGATIONS/ PRESENTATIONS:** Belinda Beairsto Eco-Logix: Belinda gave Council an update on recycling program, Eco-Logix is now in a position to start profit sharing with the Municipal partners at a rate of 50% and is based on tonnage collected in the Municipality. Fees will remain the same and more products will be able to be recycled in the future.

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

**Councillor Cull:** see attached

**Councillor Cannon:** see attached

**Councillor Anderson:** see attached

**Councillor Cartner:** Library is now empty all that is left is two computers

**Councillor Willcock:** see attached

**Mayor Lefebvre:** Mayors monthly report (see attached)

**7. CORRESPONDENCE AND ACTION ITEMS**

**A. ACTION ITEMS**

**1. Rate Increase Farm Structures**

**Resolution No.: 14/089**

**Moved By: Dave Willcock**

**Seconded By: Scott Green**

Be it resolved that the Corporation of the Town Of Latchford approve a rate increase for farm structures as recommended by Temiskaming Municipal Building Assoc. (as per attached)

**CARRIED**

**Memorandum of Understanding.**

**2. Resolution No.: 14/090**

**Moved By: Dave Willcock**

**Seconded By: Scott Green**

Be it resolved that the Corporation of the Town of Latchford approves signing of Memorandum of Understanding with Temagami First Nation, Timiskaming First Nation, The Township of Coleman and the Town Of Latchford. In the development of a hydro-electric generating facility at the site of the Latchford Dam (as per Attached)

**CARRIED**

**3. Payroll and General Bills.**

**Resolution No.: 14/091**

**Moved By: Maxine Cannon**

**Seconded By: Jo-Anne Cartner**

That the following Payroll in the amount of \$22,340.88 and General Bills in the amount of \$203,340.88 for the period May 15<sup>th</sup> thru to June 11<sup>th</sup> 2014, be passed and paid on behalf of the Corporation of the Town of Latchford.

**CARRIED**

**4. Latchford Fire Dept. Equip.**

**Resolution No.: 14/092**

**Moved By: Jo-Anne Cartner.**

**Seconded By: Maxine Cannon**

Be it resolved that the Corporation of The Town of Latchford approves purchase of a 1.5 inch hose nozzle for the Latchford Fire Dept. in the amount of \$579.00 plus HST

**CARRIED**

**8. Information Items**

**Resolution No. 14/093**

**Moved By:** Maxine Cannon

**Seconded By:** Jo-Anne Cartner

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

**B. Information Items**

1. Tender opening report
2. Township of Evanturel fee changes.

**CARRIED**

**09. ONGOING BUSINESS: NIL**

**10. NEW BUSINESS: NIL**

**11. BY-LAWS**

**Confirming bylaw**

**Resolution No 14/094**

**Moved By:** Jo-Anne Cartner

**Seconded By:** Maxine Cannon

**Be it resolved that By-Law No. 2014-17** being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for Council meeting held June 26<sup>th</sup> 2014. Be taken as read a first, second, and third time and finally passed by Council of the Corporation of the Town of Latchford.

**12. INCAMERA**

**Resolution No. 14/094**

**Moved By:** Jo-Anne Cartner

**Seconded By:** Maxine Cannon

**Be it resolved that** Council for the Town of Latchford enter into a closed meeting at 8:00 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**

**Resolution No. 14/096**

**Moved By:** Theo Cull

**Seconded By:** Jo-Anne Cartner

**Be it resolved that** Council now arise from closed meeting@ 8:32 PM

**CARRIED**

**13 Hours of Operation Municipal Office**

**Resolution No. 14/096**

**Moved By:** Theo Cull

**Seconded By:** Jo-Anne Cartner

**Be it resolved that** the Corporation of the Town of Latchford approves changing the hours of operation of the Municipal Office from 8:30am to 4:00pm, To 8:00am to 4:30pm and approving Office Staff pay from seven hours a day to eight hours a day at their present hourly rate. Effective June 30<sup>th</sup> 2014. To be revisited in six months.

**CARRIED**

**John Vanthof re-election**

**Resolution No. 14/098**

**Moved By:** Theo Cull

**Seconded By:** Jo-Anne Cartner

**Be it resolved that** the Corporation of the Town of Latchford extends sincere congratulations to John Vanthof on his re-election.

**CARRIED**

**14.**

**ADJOURN**

**Resolution No. 14/099**

**Moved By:** Jo-Anne Cartner

**Seconded By:** Theo Cull

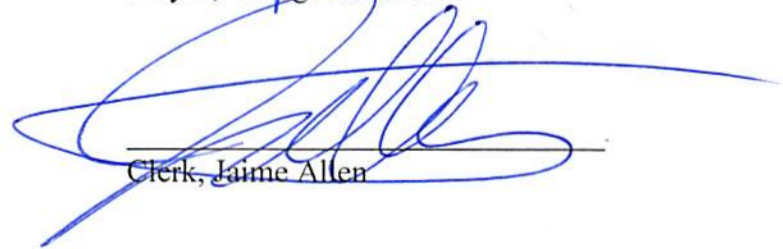
**Be it resolved that** Council now adjourn at 8:39: p.m. until the next regular meeting or call from the Mayor.

**CARRIED**

**Dated at Latchford this 26<sup>th</sup> day  
Of June 2014.**



\_\_\_\_\_  
Mayor, George Lefebvre



\_\_\_\_\_  
Clerk, Jaime Allen

**JUN 26 2014**

**Mayor's Report, June 26, 2014**

**Latchford Control Dam Project**

The key stakeholder's meeting on June 11 did not resolve anything with regard to the proposed construction schedule for the beginning of work. PWGSC indicates that construction will begin this fall but the in-water restrictions for construction will continue. They state that they cannot commit a contractor to any deviation until the contract is awarded but fail to explain why a change cannot be included in the Request for Proposals at the time of calling for tenders.

The plans for the new dam that were presented emphasized the deck access for fishing, pedestrian and recreational all-season that we have been insisting on to be included. They also continue to feature lighting across the deck with the primary change being the removal of the facilities for WPG and locating the mechanized gate to the centre of the dam.

The Memorandum of Understanding that providing for the partnership of the Timiskaming and Temagami First Nations, the Township of Coleman and the Town of Latchford to pursue hydro generation on the new dam is included for formal approval in to night's meeting but all of Council was polled for their prior approval with a majority in agreement. On June 3 we held a meeting here in Latchford with all four partners represented and discussed next steps as to acquiring the FIT contract and estimated value of it.

A meeting was held during the month with Bill Touzel from Blumetric and Patrick Gillette was attended by Dan Cleroux and me regarding proceeding with the hydro generation project. Timiskaming and Temagami F.N. reps were unable to attend. We discussed acquiring the FIT contract from WPG and how best to approach its acquisition. Jeff Barton has been designated by the MOU partners to contact Colin Digout to discuss this so as to ascertain a value and is scheduled to do that this week.

I have since been contacted by Rod McGibbon, formerly with WESA/Blumetric and now with AMEC regarding the dam project so to say there is interest in it would be an understatement. One thing that has become very apparent is that by using the First Nation/Municipal partnership approach, we will receive the maximum value possible for hydro generated at the site.

**Fuel Wood Petition**

On June 10, I met with Don Farintosh, Management Forester for MNR North Bay District. I presented him with a copy of the petition that contained 60 signatures requesting establishment of a fuel wood lot for Latchford and area residents. In discussion, Don indicated that he felt he could identify a couple of areas that could be made available and our focus during the discussion was the Roosevelt Road area.

The difficulty at this time is they are dealing with bump-up on the EA for Forest Management Plan for the District which even prevents Paul McDonald from harvesting in his allocation. My understanding is that there is no harvesting of any kind occurring in the North Bay District until this EA issue is resolved.

Now that John Vanthof has been re-elected, I am confident that John will be bringing our petition back to the Legislature and will assist us in exerting pressure on the MNR to create fuel wood lots that are accessible to those needing them.

#### **Matabitchuan Standing Advisory Committee**

We had a SAC meeting last Thursday in Temagami and Garry Twiner participated in his first meeting. I encouraged having an additional rep from this area as at some point in time we will have a Water Management Plan in place for the Montreal river with a SAC for it. Experience in this area is an asset for a Latchford rep.

#### **Temfund AGM**

I attended the Temfund Annual General Meeting last Thursday and express my appreciation to council for delaying this meeting to allow for that. Bob MacArthur is the Latchford representative on that Board with two years remaining on his term. I had missed the AGM last year because it conflicted with our Council meeting and felt it necessary to get a better understanding of their financial situation.

#### **Cobalt-Temagami Corridor Meeting**

They had proposed having a CCLT meeting last night but I had a conflict and didn't think Jo Ann or Maxine were available so asked for a postponement. Debbie Burrows has asked me to arrange for another date and I have sent an email with that request. Nothing has been firmed up at this time.

#### **Speed Reduction at Paige Road**

Despite being assured last year that they would be reducing the speed limit from south of Paige Road to the landfill, nothing seems to have been done in that regard. Also, assurances from Rick Wink that issues relative to the highway reconstruction done in 2012 that required corrective action would be responded to, nothing has happened. I think it is necessary for Jaime to follow up with them to ensure the necessary action is taken.

GLL

## **Fire Department Report**

The Fire Department is donating several pairs of skis to the TNSC.

The Fire Department held their annual Yard sale and also ran a car wash on Saturday June 21<sup>st</sup> to raise funds for the cancer combat challenge.

Sam Briand is representing Latchford on the Tem EMS.

**From Pat**

"I would like to like to purchase a new 1 1/2 " nozzle  
my reasoning is after 2 house fire this past winter I am serious looking to use a foam concentrate when mixed with water should cut our water consumption by 50 to 75 % when putting out the fire. I have one nozzle now and i would like to get a second to double our efforts  
I have check with several suppliers and the best price I have come up with is \$579.00 plus HST this price includes shipping I have attached a copy of the quote "

Theo

Thank You

Thurs June 26, 2014

The warm weather is here and we have 5 members remaining at our gym. Yahoo for those members.

Our last hydro bill was \$535.37 this bill is \$457.74.

There is a notice in this bill for increases time of use electricity prices to 13.5 cents per kWh for on peak (from 12.9 cents). 11.2 cents per kWh for mid peak (from 10.9 cents) and 7.5 cents per kWh for off peak (from 7.2 cents) taking effect May 1, 2014. Altogether it's an increase of .7 cents. That is if my math is right. It seems to me we can't save with all the increases.

Maxine



# Report from Councillor Dave Willcock

June 26, 2014

## Re: Natural Gas Extension to Service Latchford:

Mayor Lefebvre has had some discussion with Fednor regarding the possible addition of natural gas to our town. He requested that I complete a document that contained all of my discussions so far with Union Gas and others that I had contacted in search of funding etc.

It is completed and is being passed on to him. Additional copies are available for the asking.

## Water Metering:

It appears that the cost of metering water is going down, and it may be worth another look. The Town of Augusta Illinois reports installing a complete system for 150 homes, at a total cost of \$14,000, or about \$93 per home. The equipment is new, and includes all software etc. I have left a message with the Town of Augusta, but have not heard back yet.

## LAS Energy Program:

All of the town buildings that consume significant electrical power have now been added to the LAS energy program. This will become effective in the next couple of months as soon as AMO finishes their end of the process.

## Monitored Hydro Costs (All taxes included)

Jun 2	Town Office	\$434.74 (kwh/day up 19%)	1 mth
Jun 4	Fire Hall	\$182.09 (kwh/day up 69%)	1 mth
Jun 2	Town Garage	\$296.65 (Average kwh/day down 4.2% down)	1 mth
	Water Plant	Not received	1 mth
Jun 2	Fred Keenan Centre	\$765.81 (kwh/day up 14.7% from previous year)	1 mth
Jun2	Rec Centre	\$457.74 (kwh/day up 1.2%)	1 mth

### Notes:

- The Town Office had a moderate increase in power this month compared to last year.
- The Fire Hall had quite a large change in consumption compared to last year, especially in the off peak hours. Can we determine the reason?
- Public works continues to show reductions of power use at the town garage.
- The power consumption at the community centre is virtually the same as last year. This is very good news, as I would have expected an increase with the addition of the Post Office. I think we can thank Monique for this, as she was telling me only today that she has been watching over the entire centre turning off unused lights etc. It would appear that her presence will be a real benefit in this respect, and I wonder if we could develop a checklist that could be posted, regarding temperature settings etc.

End of Report

Dave Willcock

Filename: Council Report 14-06

**PUBLIC WORKS**  
June 26, 2014.

**WATER PLANT-**

- needed to work on chemical pumps. Repaired and replaced parts.
- Have had much paper work for Ministry's in order to be compliant with all regulations. Very time consuming.

**PUBLIC WORKS-**

- Student starts Monday.
- fixed roof at bunkhouse.
- worked on blowers at water plant.
- got trailer park and showers ready for summer.
- did maintenance on lawn mower for summer use.
- installed hot water tank at Town Office.
- worked on cleanup of burnt building on Mowatt Ave.
- fixing potholes on Murphy Mill Road.
- Maintenance on boardwalk and dock.
- cutting grass when able to.

JUN 16 2014

On May 27<sup>th</sup> George, Lise, Jaime, Cathy Marcella from Coleman and I attended a quarterly update meeting with Dr. Roedde. Attached is a copy of Dr. Roedde's update – not for distribution but for **Council's information only** so that you will all be aware of some of the issues the Clinic is dealing with at this time.

Jo-Anne

MAY 27 2014

Dr. Gretchen Roedde, Clinic Physician, Latchford Medical Clinic  
Report May 2014 - Presented to the Town of Latchford -  
To be copied to the towns of Cobalt and Coleman Township

Size and Geographic Scope of Practice

- *There are over 1400 patients in the practice. In addition 140 patients, most of them complex and vulnerable, and more to come are being admitted through Health Care Connect largely from the practices of Drs. Tom McDermott and P.J. Pace. These are all from Cobalt, Coleman and Latchford. Just less than half of the total patients in the practice are from the designated geographic focus of the practice (Latchford 245, Cobalt 305, Coleman 75 = 625).*
- *The largest group in the practice are from New Liskeard (405). Approximately 80 people are from Haileybury (there was a strong effort initiated by Dr. Hardie to move patients from Haileybury to the Haileybury Family Health Team as they had new MD recruits) and @ 140 from various towns (Kirkland Lake, Larder, Englehart, Kerns, Temagami etc.). 40 patients in the practice are from Quebec. The office will continue to endeavour to facilitate patients outside the geographic focus of the practice to become rostered to doctors in those areas as they become available, and all new patients will be admitted through Health Care Connect from Latchford, Cobalt and Coleman. Over time this should result in a natural shift with the majority of patients in the practice being from the host geographic area. I have recently had a meeting with Bonnie Koistinen, Physician Recruitment and Retention at the hospital. There are less than a thousand people in the Temiskaming Hospital catchment area with no GP.*

*Over the next couple of years, more doctors (3 or so) may be recruited. As this happens we will try to move the non-catchment area patients (i.e. not from Cobalt, Coleman or Latchford) to the new doctors.*

*The community should also want to meet any potential new doctors, in terms of physician recruitment for Latchford when the community wishes to replace me. I am seeking out former students of mine to come and do locums for me with a view to long-term recruitment.*

*I would propose the host communities push for closer links with the Cobalt Medical Centre, as well as discussing seeking additional funding for a cost-shared nurse practitioner between the two sites, as well as possibly a cost-shared nurse and/or lab tech. The new patients we are absorbing are complex and vulnerable and need intense care (palliative, high-risk pregnancy, substance abuse and mental illness, chronic conditions such as COPD and diabetes). With the loss of one obstetric provider, there are more demands on Dr. Sears for obstetrics. He needs more funded back-up for a nurse practitioner who can carry the office when he is called to Emerg or Obstetrics. I send patients to him for obstetrics so I would like to be able to contribute from the Latchford budget, for a shared nurse practitioner. I may consider doing obstetrics myself but could only do so if I had clinical back-up in the office if I was called away so someone could cover my patients.*

### Administrative Support

- Nicki Paige has done a great job as relief secretary. See the attached for the terms of reference/job description of both the office manager and the relief secretary. Note the skill profiles are different. That means at the moment Carla has to do catch up work (billing etc.) when she gets back if she is off. We will be interviewing a number of candidates to broaden our pool of relief secretaries. Some of the candidates have a broader skill profile (e.g. billing) so the job description of relief secretary has some flexibility. All back-up secretaries we are interviewing are limited in the hours they can work because of various kinds of insurance (e.g. unemployment, disability etc.). All payments to relief secretaries will be transparent, 'on-the-books', traceable, and none of the parties can be liable to charges of fraud.
- As I am the technical and administrative supervisor of my office manager, Carla Duquette, please give me any relevant feedback related to her job performance formally if required so I may factor this into performance reviews. Her job description is attached, please note there are a number of tasks which take place outside of the clinic.
- The expansion in the practice is placing a huge demand on the administrative staff. This next year we need to increase spending on secretarial support: training (billing etc.); as well as increased hours in the office. Dr Hardie had a smaller practice and 1.5 secretaries. We are now spending money on financial administration to the town as well which is new. We have been looking for opportunities for training for Carla on billing for over 2 years and a couple of training sessions are lined up. We have run a lean team and have kept the expenses down, so that there is unspent money from last year. We will provide more relief time for Carla (while she is there as well as away) to cope with the additional demands (scanning, etc.) This has been a problem in other clinics that expanded. We have several cvs we are reviewing.

### Locums

- We have added Dr. Richard Denton to our locum pool. He lives in Kirkland Lake. All the locums are credentialed (e.g. hospital privileges at Temiskaming Hospital). In the last year we have had Dr. Denton, Dr. Hurtubise, and Dr. Tim Griffieon. We appreciate any feedback on the locums. We are continuing to identify locums for the present (both Dr. Vincent Dubois and Dr. Jean Bowles who live locally have expressed interest) and Dr. Kristen Van Diepen is a potential recruit in a year when she finishes her residency. She has an interest in palliative care which has become a feature of the practice.

### Lab

We have made a contribution to the Cobalt Medical Centre for the use of their Wednesday morning lab. This was not requested by Cobalt, but was provided in recognition of the fact that our patients from the practice area are formally using the lab there which is more convenient for them. It is a prepaid \$1200 for the year April 2014 - April 2015. We will continue to assess the need for lab services especially for those housebound in Latchford.

## Security

At times we have had patients who have behaved in a threatening manner. On one occasion we asked and received help from the Latchford Town Office, and Jamie Allen came down and spent some time on site in the clinic. On other occasions we have suggested potentially violent patients go to ER, and in future I may insist on a patient coming with a male mental health worker. *We have not yet called police or 911 but need an action plan.*

## OHIP

We are sorting out some difficulty with registering with OHIP. There are many months of backlogged unpaid bonuses to Dr. Roedde as OHIP had not registered her to Latchford.

## Teaching

There have been 3 x third year students and 2 x second years working in the clinic. Feedback has been positive and this is one way to encourage young doctors to consider practicing in the north, including Latchford.

## Palliative Care

- More and more patients will be requiring home-based care support with serious illness. Palliative care does not mean care for someone who is dying, but the intense care that is needed where comfort and pain relief are more important than 'curing' an illness. This includes chronic lung disease, heart failure, as well as cancers etc. We do not have a palliative care hospice in the region. I have looked at 2 models, a hospice in the hospital (2 beds, Haliburton) and a community run hospice in a home (3 beds in Bancroft). I will continue to explore these options. I have discussed this with Dr. Don Davies as well as Dr. Andy Hurlbutise. I have discussed this also with Community Cancer Care (Lesley Simms) in terms of funding. I would like to visit those 2 facilities again, with Lesley Simms and Nicki Paige, to explore this further. (no budget needed).

## Next Year's Budget

- Has the town submitted a budget to the MOH? If so, I have not seen it. Modifications - We should discuss the implications on the budget of the rise in utility (gas, hydro, etc.) rates. Also we may now use more of our anticipated administrative/secretarial budget as there has been an increased workload with the addition of so many new patients.
- The towns and their physicians could discuss whether they want to approach the ministry for enhanced funding in future between the two sites for other health care providers (nurses, nurse practitioners etc.) to make this function more like a Health Team. We have tried to bring in mental health workers, and stop smoking programs, at no cost to our clinic (paid by other agencies). We can try to build on this to better serve a high risk population with many complex health problems. "Rural and Northern Physician Groups can apply to the Ministry of Health and Long-Term Care for funding to add allied health professionals if they are successful in their application to become a Family Health Team" (from HFO website)