

# **THE CORPORATION OF THE TOWNSHIP OF EAR FALLS**

**MINUTES** of the Regular Meeting of Ear Falls Council #03  
Ear Falls Municipal Council Chambers  
February 18<sup>th</sup>, 2015 @ 7:00 p.m.

## **1 CALL TO ORDER**

Mayor Kevin Kahoot called the Meeting to order at 7:00 p.m.

## **2 ROLL CALL**

Mayor Kevin Kahoot, Councillor Jim Desmarais, Councillor Rob Eady, Councillor Tracey Simon, Councillor Daniel Sutton, Clerk Treasurer Administrator Kimberly Ballance, and five (5) members of the public.

## **3 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None Declared.

## **4 DELEGATIONS AND PRESENTATIONS**

Mayor Kahoot welcomed Ms. McDonald to the Meeting.

### **4.1 Jeanne McDonald**

- Using municipal property to relocate the community garden.

The Northwestern Health Unit is interested in moving the community garden to a site on public property in order to enhance it and maintain it for use by the public. The plan for the garden is still in development but will likely will be similar to the one in Vermillion Bay. Pictures of this garden have been made available to Council Members for their perusal.

Ms. McDonald asked Council to provide a location on municipal property with consideration given to water access. She also requested that in-kind donations be provided by the municipality if municipal equipment was needed for the development of the garden. If the Township had a preferred signage template, this could also be incorporated into the development. Ms. McDonald indicated that she has initiated a Committee to assist with this project.

Councillor Desmarais entered the Meeting at this point.

Council requested additional information on the proposed size of the property required. Ms. McDonald advised that 40 feet by 40 feet would be adequate, but room for expansion would be a good idea; accessibility to and at the site should also be considered. The garden would likely be made up of a number of raised beds with individual plot being about 4' x 4'.

Council indicated that this was a good project for the community and that Council would consider site options as part of their upcoming facility tour and that additional details about the site plan would be helpful in making this determination.

## **PART I – CONSENT AGENDA**

(For the purpose of convenience and for expediting Meetings, matters of business of repetitive or routine nature are included in the Consent Agenda, and all such matters of business contained in the Consent Agenda are voted on collectively.

A particular matter of business may be singled out from the Consent Agenda for debate or for a separate vote upon the request of any Member of Council. In the case of a separate vote, the excluded matter of business is severed from the Consent Agenda, and only the remaining matters of business contained in the Consent Agenda are voted on collectively.

Each and every matter of business contained in the Consent Agenda is recorded separately in the Minutes of the Meeting.)

### **RESOLUTION NO. 052**

Moved by Rob Eady. Seconded by Tracey Simon.

**RESOLVED THAT** the Council of the Corporation of the Township of Ear Falls hereby adopts the Items in Sections 5 – 8 of Part 1 – Consent Agenda.

Carried.

## **5 MINUTES**

5.1 The review and passing of the Minutes of the previous Meetings.

5.1.1 February 4<sup>th</sup>, 2015 – Regular Meeting of Council Minutes.

### **RESOLUTION NO. 053**

Moved by Tracey Simon. Seconded by Rob Eady.

**RESOLVED THAT** the Council of the Corporation of the Township of Ear Falls accepts the Minutes of the previous Meeting of Council numbered 5.1.1 at the February 18<sup>th</sup>, 2015 Regular Meeting of Council.

Carried.

C.O.

5.2 Minutes of Committees

5.2.1 January 12<sup>th</sup>, 2015 – Ear Falls Public Library Board Meeting Minutes.

### **RESOLUTION NO. 054**

Moved by Rob Eady. Seconded by Daniel Sutton.

RESOLVED THAT the Council of the Corporation of the Township of Ear Falls receives and files the Minutes of Committees numbered 5.2.1 at the February 18<sup>th</sup>, 2015 Regular Meeting of Council.

Carried.

C.O.

5.3 Minutes from other Agencies / Organizations

5.3.1 November 21<sup>st</sup>, 2014 – Northwestern Health Unit Regular Board of Health Meeting Minutes.

5.3.2 February 10<sup>th</sup>, 2015 – Keewatin-Patricia District School Board Regular Board Meeting #3 Agenda.

RESOLUTION NO. 055

Moved by Daniel Sutton. Seconded by Rob Eady.

RESOLVED THAT the Council of the Corporation of the Township of Ear Falls receives and files the Minutes from other Agencies / Organizations numbered 5.3.1 to 5.3.2 at the February 18<sup>th</sup>, 2015 Regular Meeting of Council.

Carried.

## **6 TENDERS / PROPOSALS / QUOTES**

None.

## **7 ROUTINE ADMINISTRATIVE REPORTS**

C.O.

7.1 Reports from Departments.

7.1.1 Workshop Report dated January 14<sup>th</sup>, 2015 from Clerk Treasurer Administrator Kimberly Ballance re: Aboriginal Relations: Introduction to Engagement Training Session.

7.1.2 Monthly Report from Day Care / Best Start Coordinator Marg Trippier – January.

RESOLUTION NO. 056

Moved by Tracey Simon. Seconded by Rob Eady.

RESOLVED THAT the Council of the Corporation of the Township of Ear Falls receives and files the Reports from Departments numbered 7.1.1 to 7.1.2 at the February 18<sup>th</sup>, 2015 Regular Meeting of Council.

Carried.

## 8 MISCELLANEOUS MOTIONS

- 8.1 Financial Operations Statement – year to date (dated February 12<sup>th</sup>, 2015).

Council reviewed the Financial Operations Statement – year to date (dated February 12<sup>th</sup>, 2015) in accordance with By-Law No. 1635-11.

- 8.2 Correspondence:

C11-MP

- 8.2.1 Letter dated January 29<sup>th</sup>, 2015 from the Ministry of Infrastructure, Communities and Intergovernmental Affairs re: Thank you for letter regarding the Wastewater Systems Effluent Regulations (WSER) and federal investments in wastewater infrastructure.

L11-PR

- 8.2.2 Email received February 2<sup>nd</sup>, 2015 from the Municipal Finance Officers' Association of Ontario (MFOA) re: MFOA's letter to the Minister of Finance with respect to the Provincial Land Tax Review: A Summary of Stakeholder Consultations paper.

RESOLUTION NO. 057

Moved by Rob Eady. Seconded by Daniel Sutton.

RESOLVED THAT the Council of the Corporation of the Township of Ear Falls receives and files the documents numbered 8.2.1 to 8.2.2 at the February 18<sup>th</sup>, 2015 Regular Meeting of Council.

Carried.

F11-AG

- 8.3 The Ontario Seniors' Secretariat under the Age-Friendly Community Planning Grant Program re: the Historical Trail Action Plan.

RESOLUTION NO. 058

Moved by Rob Eady. Seconded by Tracey Simon.

WHEREAS seniors are an important part of the Township of Ear Falls; and

WHEREAS it is the Township's interest that these citizens continue to live active lives and participate fully in the activities of the community; and

WHEREAS the Township of Ear Falls has submitted an application to the Ontario Seniors' Secretariat's Age-Friendly Community Planning

Grant for the Heritage Trail Action Plan project;

NOW THEREFORE BE IT RESOLVED THAT THE Township of Ear Falls intends to adopt the Heritage Trail Action Plan as an Age-Friendly Community Planning Strategy to support the participation and active lifestyles for older adults and all citizens; and

FURTHER THAT the Heritage Trail Action Plan be posted publicly once completed to engage public support for implementation.

Carried.

T.P. / A.P.

- 8.4 Travel and attendance to the Councillor Training 101 Session being held in Burlington, Ontario on March 20<sup>th</sup>, 2015.

RESOLUTION NO. 059

Moved by Daniel Sutton. Seconded by Rob Eady.

WHEREAS Resolution No. 303-14, dated December 3<sup>rd</sup>, 2014, authorized travel and attendance to the Councillor Training 101 Session being held in Dryden, Ontario on February 11<sup>th</sup>, 2015; and

WHEREAS due to a low number of registrations, the Councillor Training 101 Session in Dryden, Ontario has been cancelled;

NOW THEREFORE BE IT RESOLVED THAT Councillor Daniel Sutton be hereby authorized travel and attendance to the Councillor Training 101 Session being held in Burlington, Ontario on March 20<sup>th</sup>, 2015.

Carried.

T.P. / A.P.

- 8.5 Travel and attendance to the Personal Responsibilities Training Session being held in Burlington, Ontario on March 21<sup>st</sup>, 2015.

RESOLUTION NO. 060

Moved by Daniel Sutton. Seconded by Rob Eady.

WHEREAS Resolution No. 304-14, dated December 3<sup>rd</sup>, 2014, authorized travel and attendance to the Personal Responsibilities Training Session being held in Dryden, Ontario on February 12<sup>th</sup>, 2015; and

WHEREAS due to a low number of registrations, the Personal Responsibilities Training Session in Dryden, Ontario has been cancelled;

NOW THEREFORE BE IT RESOLVED THAT Councillor Daniel Sutton be hereby authorized travel and attendance to the Personal Responsibilities Training Session being held in Burlington, Ontario on March 21<sup>st</sup>, 2015.

Carried.

F01-RE

8.6 Remuneration and Expenses.

RESOLUTION NO. 061

Moved by Daniel Sutton. Seconded by Rob Eady.

WHEREAS Section 284 of the Municipal Act, 2001, as amended, requires the Treasurer to provide Council with an itemized statement, on or before March 31<sup>st</sup>, on remuneration and expenses paid in the previous year;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Ear Falls hereby accepts the attached Statement of Remuneration and Expenses paid to Members of Council and the Appointed Board and Committee Members of the Township of Ear Falls for the period of January 1<sup>st</sup>, 2014 to December 31<sup>st</sup>, 2014.

Carried.

PR-02

8.7 Letter dated January 21<sup>st</sup>, 2015 from Autism Ontario re: Invitation to participate in Autism Ontario's "Raise the Flag" campaign on April 2<sup>nd</sup>, 2015 to celebrate World Autism Awareness Day.

RESOLUTION NO. 062

Moved by Rob Eady. Seconded by Daniel Sutton.

WHEREAS World Autism Awareness Day will be recognized on April 2<sup>nd</sup>, 2015, in Canada thanks to Liberal Senator Jim Munson's Bill S-206, *An Act Respecting World Autism Awareness Day*; and

WHEREAS Autism Spectrum Disorder (ASD) affects more than 100,000 Ontarians. Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting one (1) in every ninety-four (94) children, as well as their friends, family and community; and

WHEREAS ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and

WHEREAS Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and

WHEREAS Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community;

NOW THEREFORE BE IT RESOLVED THAT I, Mayor Kevin Kahoot, do hereby declare April 2<sup>nd</sup>, 2015 as World Autism Awareness Day in the Township of Ear Falls.

Carried.

\*H04-HE

8.8 2015 13<sup>th</sup> Annual Employee Health & Safety Workshop.

RESOLUTION NO. 063

Moved by Tracey Simon. Seconded by Rob Eady.

RESOLVED THAT the Council of the Corporation of the Township of Ear Falls approves the closure of all Municipal Departments on May 14<sup>th</sup>, 2015 for the purpose of education and training for all Municipal employees at the 2015 13<sup>th</sup> Annual Employee Health and Safety Workshop.

Carried.

M02-FA

8.9 2015 13<sup>th</sup> Annual Family Safety Night.

RESOLUTION NO. 064

Moved by Rob Eady. Seconded by Tracey Simon.

RESOLVED THAT the Council of The Township of Ear Falls waives the Rental Fee for use of the Arena Ice Surface at the Recreation Centre for the 13<sup>th</sup> Annual Ear Falls Family Safety Night being held on Thursday, May 21<sup>st</sup>, 2015; and

FURTHER THAT Thursday, May 21<sup>st</sup>, 2015 be declared Family Safety Night in the Township of Ear Falls.

Carried.

D.C./B.S. / A.P.

- 8.10 Travel Approval Request Form from Day Care / Best Start Coordinator Marg Trippier re: Travel and attendance for Pamela Schmidt to the Roots of Empathy Mid-Year Training.

RESOLUTION NO. 065

Moved by Daniel Sutton. Seconded by Rob Eady.

RESOLVED THAT Pamela Schmidt be hereby authorized travel and attendance to the Roots of Empathy Mid-Year Training being held in Kenora on March 2<sup>nd</sup>, 2015; and

FURTHER THAT all registration, travel, and accommodation costs associated with the Roots of Empathy Mid-Year Training being held in Kenora on March 2<sup>nd</sup>, 2015 will be borne by Roots of Empathy.

Carried.

T.P. / A.P.

- 8.11 The Association of Municipal Clerks and Treasurers of Ontario (AMCTO) Zone 9 Spring Meeting and Conference being held in Thunder Bay on April 21<sup>st</sup> and 22<sup>nd</sup>, 2015 at the Valhalla Inn and Conference Centre.

RESOLUTION NO. 066

Moved by Tracey Simon. Seconded by Rob Eady.

RESOLVED THAT the following be hereby authorized travel and attendance to the Association of Municipal Clerks and Treasurers of Ontario (AMCTO) Zone 9 Spring Meeting and Conference being held in Thunder Bay on April 21<sup>st</sup> and 22<sup>nd</sup>, 2015 at the Valhalla Inn and Conference Centre:

- Kimberly Ballance
- Paulette Covell

Carried.

A.P.

- 8.12 Training requirements under the *Emergency Management and Civil Protection Act (EMCPA)* and Ontario Regulation 380/04.

RESOLUTION NO. 067

Moved by Rob Eady. Seconded by Daniel Sutton.

WHEREAS the Township of Ear Falls is required to comply with the *Emergency Management and Civil Protection Act (EMCPA)* and Ontario Regulation 380/04; and



WHEREAS this requires the completion of specific training by Community Emergency Management Coordinators in Ontario; and

RESOLVED THAT Community Emergency Management Coordinator, Kimberly Ballance be hereby authorized travel and attendance to the following Training Events being held in 2015;

- EM 240 – Note Taking Course
- IMS 200 – Basic Incident Management System

Carried.

M01-NO / L.R.

8.13 Memo dated February 13<sup>th</sup>, 2015 from Clerk Treasurer Administrator Kimberly Ballance re: Opinion of Value – Plan 23R-6098, Parts 1, 2, and 3.

RESOLUTION NO. 068

Moved by Rob Eady. Seconded by Tracey Simon.

WHEREAS Resolution No 282-96, dated September 11<sup>th</sup>, 1996, declared surplus numerous parcels of land including Plan 23R-6098 Parts 1, 2, and 3; and

WHEREAS Council deems that sale prices of Plan 23R-6098 Parts 1, 2, and 3 should be modified;

NOW THEREFORE BE IT RESOLVED THAT Schedule 6B of Resolution No. 282-96 is hereby amended to set the minimum bid price as follows:

- Plan 23R-6098 Part 1 - \$4,200
- Plan 23R-6098 Part 2 - \$4,200
- Plan 23R-6098 Part 3 - \$4,200

Carried.

## **9 BY-LAWS**

Clarification was requested on Item No. 9.6.

9.1 By-Law No. 1928-15, a By-Law to Affirm Minor Decisions by Council.

L04-MI

9.2 By-Law No. 1929-15, a By-Law to Authorize the Execution of a Licence Agreement with Her Majesty the Queen in Right of Ontario as Represented by the Minister of Natural Resources and Forestry.

L07-LE

9.3 By-Law No. 1930-15, a By-Law to Authorize the Execution of an

Amendment to a Lease Agreement with the Community Health Centre Inc.

L07-LE

9.4 By-Law No. 1931-15, a By-Law to Authorize the Execution of an Amendment to a Lease Agreement with the Family Health Team.

L07-LE

9.5 By-Law No. 1932-15, a By-Law to Authorize the Execution of an Amendment to a Lease Agreement with Dr. Matthew Walkiewicz.

L07-LE

9.6 By-Law No. 1933-15, a By-Law to Authorize the Execution of an Agreement with Mark Legros for the Provision of Golf Course Clubhouse Services.

Clarification was requested regarding payment arrangements during unauthorized closures of the Clubhouse.

RESOLUTION NO. 069

Moved by Daniel Sutton. Seconded by Rob Eady.

RESOLVED THAT the Council of the Corporation of the Township of Ear Falls hereby consider By-Law Nos. 1928-15, 1929-15, 1930-15, 1931-15, 1932-15, and 1933-15 as passed.

Carried.

## **PART II – OTHER ITEMS**

### **10 ADMINISTRATIVE REPORTS**

None.

### **11 ITEMS FOR DIRECTION**

F01-RE

11.1 Report to Council dated January 29<sup>th</sup>, 2015 from Clerk Treasurer Administrator Kimberly Ballance re: Council Remuneration – Review.

Council discussed the Council Remuneration Review and comparison of municipalities in the district including consideration for the cost of benefits and daily per diem rates. Council requested additional information on this issue.

T08-SP

11.2 Letter dated January 29<sup>th</sup>, 2015 from the Ministry of Transportation re: Invitation to consultation on Ontario's default speed limit.

Council concurred that maintaining the speed on urban roads at 50 km/hr was the preferred option.

\*L07-LE

- 11.3 Letter dated February 2<sup>nd</sup>, 2015 from Bruce Walchuk, Station Manager for CKDR re: Request for antenna space on the Ear Falls Water Tower.

Council concurred with the potential use of the Water Tower for placement of an antenna at a rental rate that would be equitable to other leases of this nature.

L07-LE

- 11.4 Report to Council dated February 12<sup>th</sup>, 2015 from Clerk Treasurer Administrator Kimberly Ballance re: Doctor's House Lease Agreement.

Council reviewed the information as presented; no changes were requested by Council.

\*A09-SO

- 11.5 Report to Council dated February 12<sup>th</sup>, 2015 from Clerk Treasurer Administrator Kimberly Ballance re: Social Media Policy and Strategy.

Council discussed the draft Social Media Policy including proposed information flow, confidentiality, positive and negative postings, and a variety of social media platforms including Facebook, Instagram, Twitter, as well as the use of Social Media by the residents and tourists.

Council discussed the responsibility for management of the page and that there would be periods of time that active monitoring would not be feasible given existing hours of operation. Council discussed the impact on staff time for the administration of a Facebook Page.

Councillor Desmarais left the Meeting at this point.

Council discussed the current municipal website, links that could be cross-posted to social media sites, and potential improvements to the existing website.

Council concurred that the Draft Policy should be brought back to the next Meeting for adoption. Following this time, a trial period for a municipal Facebook Page will be undertaken and the results will be subject to review by Council.

## **12 REPORTS OF MEMBERS OF COUNCIL**

No Reports.

## **13 CLOSED MEETING**

N/A

**14 CLOSED REPORT**

N/A

**15 ADJOURNMENT**

15.1 RESOLUTION NO. 070

Moved by Rob Eady. Seconded by Tracey Simon.

RESOLVED THAT this Regular Meeting of Council adjourn at the hour of 8:00 p.m.

Carried.

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Mayor

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Clerk