



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

**REGULAR COUNCIL MEETING**

**MINUTES**

**Thursday, November 14, 2024, 6:00 P.M.**

**Main Level Chambers**

PRESENT: D. O'Mara, J. Koistinen, J. Platts, W. Gustavson, C. Lowery, B. Koski

ABSENT: M. Youngs, P. Christy

STAFF: L. Jahanshahloo, S. Pandolfo, N. Claveau, D. Bell, J. Shymko, J. Sanderson

**CALL TO ORDER AND ROLL CALL / ANNOUNCEMENTS & STATEMENTS FROM MEMBERS**

Mayor O'Mara called the meeting to order at 6:05 pm.

There were no people in the audience and 7 attending via zoom. The Mayor called the Roll.

**ADOPTION OF THE AGENDA**

**24-526**

MOVED BY: J. Platts

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT the Regular Council Agenda dated November 14, 2024 be adopted as presented.

**CARRIED**

**DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

The Mayor requested disclosure of pecuniary interest.

Administration reported that 1 disclosure was made prior to the meeting.

Councillor Lowery - Items 6.2.5 and 6.2.6

**REPORT FROM CLOSED SESSIONS**

Council Met in Closed to provide direction and training on the following dates:

August 14th - for the organizational review

October 3rd - for Temagami Barge, Au Chateau, a letter from a constituent with potential legal implications, an IPC order notice, and FOI Requests

October 4th - for Council Training with the Integrity Commissioner

October 17th - for Council Training with MMAH

### **ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS**

#### **October 7, 2024 - Special Council Meeting - Minutes DRAFT**

**24-527**

MOVED BY: B. Koski

SECONDED BY: C. Lowery

BE IT RESOLVED THAT Council adopts the minutes from the October 7, 2024 Special Council Meeting.

**CARRIED**

#### **October 10, 2024 - Regular Council Meeting - Minutes DRAFT**

**24-528**

MOVED BY: B. Koski

SECONDED BY: J. Platts

BE IT RESOLVED THAT Council adopts the minutes from the October 10, 2024 Regular Council Meeting, as amended.

**CARRIED**

#### **October 24, 2024 - Working Council Session - Minutes DRAFT**

**24-529**

MOVED BY: C. Lowery

SECONDED BY: J. Platts

BE IT RESOLVED THAT Council adopts the minutes from the October 24, 2024 Working Council Meeting, as amended.

**CARRIED**

### **BUSINESS ARISING FROM THE MINUTES**

#### **DELEGATIONS/PRESENTATIONS**

##### **Registered Delegations - With Presentations**

##### **KMPG - Audit 2023 Presentation**

Presentation by Tiffany Cecchetto

**24-531**

MOVED BY: B. Koski

SECONDED BY: J. Platts

Whereas Section 294.1 of the *Municipal Act, 2001* requires municipalities to prepare annual financial statements for each fiscal year in accordance with generally accepted accounting principles as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada;

And Whereas Section 296(1) of the *Municipal Act, 2001* mandates that a municipality shall appoint an auditor licensed under the *Public Accounting Act, 2004* to annually audit the accounts and transactions of the municipality, express an opinion on the financial statements, and report to the council of the municipality;

And Whereas KPMG LLP has completed its audit and presented the audited financial statements and report to the Council of the Municipality of Temagami in accordance with Section 296(5) of the *Municipal Act, 2001*;

And Whereas Section 294(1) of the *Municipal Act, 2001* requires municipalities to file a Financial Information Return (FIR) annually with the Ministry of Municipal Affairs and Housing, summarizing financial position and transactions in the prescribed form;

Be it resolved that the Council of the Municipality of Temagami hereby receives and approves the audited financial statements for the fiscal year ending December 31, 2023, as presented by KPMG LLP;

And further be it resolved that the Council delegates the responsibility to KPMG LLP to prepare and submit the 2023 Financial Information Return on behalf of the Municipality of Temagami to the Ministry of Municipal Affairs and Housing, ensuring compliance with all applicable requirements.

**CARRIED**

**Invited Presentations**

**Registered Delegations - Without Presentations**

**Unregistered Delegations**

*\* 5 minutes per each presenter for a Maximum of 15 Minutes in total for all unregistered presentations\**

**CONSENT AGENDA ITEMS**

Councillor Lowery left the meeting

**24-530**

MOVED BY: J. Platts

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council adopt the consent agenda items, as amended;

8.8.1 Staff Reports for Information

8.8.2 Correspondence for Information

8.8.3 Minutes of Local Boards & Committees.

**CARRIED**

**Staff Report(s) for Information;**

**2024-M-185 - MRDF Monthly Report**

**2024-M-187 - TFD Monthly Report**

**Correspondence for Information:**

Councillor Lowery returned to the meeting.

**Agricultural Workforce Equity and Diversity Initiative - Letter from the Hon. Robert J. Flack**

**Ontario's Affordable Energy Future - Letter from the Minister of Energy and Electrification**

**THU - NMOH Funding Review - Motion 45R-2024**

**2025 OMPF - Letter to Heads of Council**

**Thank you For Delegation - Honourable Graydon Smith**

**OCWA - Temagami -Q3 2024 Operations Report**

**Minutes of Local Boards & Committee:**

**STAFF REPORTS**

**2024-M-188 - Comprehensive Financial Trends Report (2018-2023)**

**24-532**

MOVED BY: B. Koski

SECONDED BY: J. Platts

WHEREAS the audited financial statements provided by the auditors served as the primary source of data for the Comprehensive Financial Trends Report (2018-2023), this report provides a clear snapshot of the Municipality's financial position;

BE IT RESOLVED, THAT Council accepts Memo 2024-M-188 including Schedule A (attached hereto, forming a part of this report) as presented;

THEREFORE, BE IT RESOLVED THAT Council directs staff to prioritize the preparation of the following bylaws and present them for approval to be included as key initiatives in the 2025 financial planning process:

1. Development Charges Bylaw: To ensure sustainable infrastructure funding.
2. Tax Collection Initiative: To reduce delinquency rates and enhance cash flow.
3. User Fee Structure Review: To increase non-tax revenues.

**CARRIED**

#### **2024-M-189 - RBC Banking Services Proposal**

**24-533**

MOVED BY: W. Gustavson

SECONDED BY: B. Koski

WHEREAS the Municipality of Temagami conducted a comprehensive review of banking service providers in accordance with Resolution #24-359;

AND WHEREAS the review identified RBC as the most responsive, compliant, and cost-effective option for municipal banking needs;

BE IT RESOLVED, THAT Council accepts Memo 2024-M-189 as presented, including the RBC proposal (Schedule A, attached hereto, forming a part of this report);

THEREFORE, BE IT RESOLVED, THAT:

1. The Municipality of Temagami formally approves RBC as its primary banking partner.
2. Staff are directed to open and manage new bank accounts at RBC for General Operations, CCBF, Cemetery, and Reserve funds.
3. Staff take all necessary steps to ensure a seamless transition to RBC, including closing existing accounts at Scotiabank and transferring funds.
4. The Acting Deputy Treasurer, Cathy LaPerriere, is appointed as the municipality's liaison during and after transition and coordinate any interaction with RBC.

**CARRIED**

#### **2024-M-190 - Budget Variance Report**

**24-534**

MOVED BY: B. Koski

SECONDED BY: J. Platts

BE IT RESOLVED THAT the Council of the Municipality of Temagami receives the October 2024 budget variance report for information.

**CARRIED**

**2024-M-191 - Compliance and Oversight of CCBF (Gas Tax Funds)**

**24-535**

MOVED BY: C. Lowery

SECONDED BY: W. Gustavson

WHEREAS the Municipality of Temagami receives funding under the Canada Community-Building Fund (CCBF), formerly known as the Gas Tax Fund, for eligible infrastructure projects;

AND WHEREAS federal and provincial guidelines mandate proper tracking, segregation, and reporting of these funds;

BE IT RESOLVED, THAT Council accepts Memo 2024-M-191 as presented;

THEREFORE, BE IT RESOLVED, THAT:

1. A dedicated bank account for CCBF shall be established.
2. All revenues and expenditures related to the CCBF shall be processed exclusively through this account.
3. The Treasurer shall ensure that CCBF activity is incorporated into the fiscal audit process, ensuring readiness for selecting an auditor for the 2025-2029 audit cycle, as per Resolution #24-513.
4. The CAO/Treasurer shall propose updates to municipal financial policies and procedures to align with these practices and ensure compliance.

**CARRIED**

**2024-M-192 Compliance and Oversight of Cemetery Fund**

**24-536**

MOVED BY: J. Koistinen

SECONDED BY: J. Platts

WHEREAS the Municipality of Temagami is responsible for managing funds related to cemetery operations, including perpetual care contributions, in accordance with the Funeral, Burial, and Cremation Services Act, 2002 (Ontario);

BE IT RESOLVED, THAT Council accepts Memo 2024-M-192 as presented;

THEREFORE, BE IT RESOLVED, THAT:

1. A dedicated bank account for cemetery funds shall be established to ensure proper segregation and compliance with statutory requirements.
2. The Treasurer shall ensure all revenues and expenditures related to cemetery operations are processed exclusively through this dedicated account.
3. A Chartered Professional Accountant (CPA) shall be engaged to:
  - o Review historical transactions to identify and calculate discrepancies in cemetery funds.
  - o Certify the reconciliation process and confirm the correct amount to be transferred to the dedicated account.
4. The Treasurer shall ensure the transfer of reconciled funds into the new dedicated account following CPA certification.
5. Cemetery fund management shall be incorporated into the annual audit process to ensure compliance with the Funeral, Burial, and Cremation Services Act, 2002 and align with future audit cycles.

#### **AMENDED**

**24-537**

MOVED BY: J. Platts

SECONDED BY: W. Gustavson

WHEREAS the Municipality of Temagami is responsible for managing funds related to cemetery operations, including perpetual care contributions, in accordance with the Funeral, Burial, and Cremation Services Act, 2002 (Ontario);

BE IT RESOLVED, THAT Council accepts Memo 2024-M-192 as presented;

THEREFORE, BE IT RESOLVED, THAT:

1. A dedicated bank account for cemetery funds shall be established to ensure proper segregation and compliance with statutory requirements.
2. The Treasurer shall ensure all revenues and expenditures related to cemetery operations are processed exclusively through this dedicated account.
3. Direct the CAO to:
  - o Review historical transactions to identify and calculate discrepancies in cemetery funds, to the best of their ability.

- 6 Certify the reconciliation process and confirm the correct amount to be transferred to the dedicated account.
4. Cemetery fund management shall be incorporated into the annual audit process to ensure compliance with the Funeral, Burial, and Cremation Services Act, 2002 and align with future audit cycles.

**CARRIED**

**2024-M-193 - Municipally Owned Buildings as Election Polling Places**

**24-538**

MOVED BY: W. Gustavson

SECONDED BY: J. Koistinen

WHEREAS the Municipality of Temagami recognizes the importance of facilitating voter participation in federal and provincial elections;

AND WHEREAS municipally owned buildings have been identified as suitable venues for polling places;

BE IT RESOLVED, THAT Council accepts Memo 2024-M-193 as presented;

THEREFORE, BE IT RESOLVED, THAT the Municipality of Temagami Council hereby approves the establishment of any municipally owned building as a polling place for any election, federal or provincial;

AND FURTHER THAT this approval will remain in effect until the council decides otherwise;

AND FURTHER THAT council authorizes staff to execute lease agreements and finalize required arrangements with Elections Canada or Elections Ontario.

**CARRIED**

**2024-M-194 - Integrated Geotechnical Investigation for the Fox Run Road Project**

**24-539**

MOVED BY: J. Koistinen

SECONDED BY: Brian Koski

WHEREAS comprehensive geotechnical investigations are essential for informed decision-making in road construction and maintenance;

BE IT RESOLVED, THAT Council accepts Memo 2024-M-194 as presented, including the Englobe Proposed Geotechnical Investigation Ref# P2411222 (Schedule A, attached hereto, forming a part of this report);

THEREFORE, BE IT RESOLVED, THAT:

1. Approval of Integrated Proposal: Council approves the full proposal from Tulloch Engineering, including Englobe Corp's geotechnical investigation and pavement design services, totaling \$44,534 (Excl. Tax).



2. Authorization to Execute Agreements: The Chief Administrative Officer (CAO) is authorized to execute agreements for both scopes of work and integrate them into the Engineering Report on Fox Run Road Project.
3. Pursuit of Additional Funding: Staff will leverage the enhanced deliverables to pursue additional funding opportunities to offset project costs and maximize value for taxpayers.

**CARRIED**

**2024-M-195 - Memo on Vulnerable Sector Checks for Facility Rentals Policy**

**24-540**

MOVED BY: J. Platts

SECONDED BY: C. Lowery

BE IT RESOLVED, THAT Council accepts Memo 2024-M-195 as presented;

THEREFORE, BE IT RESOLVED, THAT the Council accepts the recommendations of staff and adopts a policy requiring Vulnerable Sector Checks for volunteer individuals and groups using municipal property and facilities to host events involving minors and other at-risk groups.

**DEFERRED**

**CORRESPONDENCE**

**Action Correspondence**

**2024-M-196 - New BOH Municipal Appointees**

**24-541**

MOVED BY: J. Platts

SECONDED BY: W. Gustavson

BE IT RESOLVED THAT the Council of the Municipality of Temagami approves the nomination of Councillor Carol Lowery to the NEPHU Board of Health for the Rural South region, or, if declined, proceeds with the outlined nomination process for other candidates as necessary.

**CARRIED**

**2024-M-186 - MHBC - Update on Official Plan Review**

**24-542**

MOVED BY: C. Lowery

SECONDED BY: J. Platts

BE IT RESOLVED THAT Council receive the report from MHBC;

AND FURTHER THAT the CAO be authorized to develop a plan with MHBC for further consultation with TAA and TFN and timelines.

**CARRIED**

**Municipality of Temagami - Temagami Barge - Press Release**

Councillor Lowery left the meeting.

**24-243**

MOVED BY: J. Platts

SECONDED BY: Brian Koski

BE IT RESOLVED THAT Council receives the draft press release from our legal representative;

AND FURTHER THAT Council direct staff to put this release on Letterhead, add a date, correct the attached link, change the title to "Communication", correct any misinformation, and post on the Municipal website.

**CARRIED**

**Resolution from Other Municipalities**

-Councillor Lowery returned to the meeting.

-Items 10.2.3, 10.2.6, 10.2.12, 10.2.13 - Marked as Received.

**24-544**

MOVED BY: J. Koistinen

SECONDED BY: W. Gustavson

BE IT RESOLVED THAT Council receive the attached resolution support requests from other Municipalities and hereby direct staff to send the requested letters of support.

**County of Northumberland - Public Sector Salary Disclosure**

**FONOM - Support Ontario's Forest Industry in the 2025 Ontario Budget**

**Municipality of St. Charles - Regulations of Nicotine Patches.**

**Town of Bracebridge - AMCTO MEA Recommendations**

**Town of Bradford West Gwillimbury - Ontario Deposit Return Program**

**Town of Cobourg - Involuntary Care for Individuals with Severe Mental Health and Addictions**

**Town of the Blue Mountains - Establishment of an Ontario Rural Road Safety Program**

**Town of Tillsonburg - Cellular Coverage Resolution Letter**

**Town of Tillsonburg - Southwest Community Transit**

**Township of Nairn and Hyman - Opposition to NORM**

**Township of Puslinch - The Canada Community-Building Fund**

**City of Cambridge - Lithium-Ion Importation and Safe Use**

**Township of North Glengarry - Elections Act Update Request**

**Township of Puslinch - Provincial Projects and Excess Soil Management Practices**

**BY-LAWS**

**By-law 24-1782 - Delegation By-Law**

**24-545**

BE IT RESOLVED THAT By-law 24-1782, being a by-law to confirm the Delegation of Powers and Duties of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 14 day of November, 2024;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

**DEFERRED**

**By-law 24-1783 - Marriage Licensing**

**24-546**

MOVED BY: W. Gustavson

SECONDED BY: B. Koski

BE IT RESOLVED THAT Council hereby extends this meeting to 9:30pm.

**CARRIED**

**24-547**

MOVED BY: B. Koski

SECONDED BY: J. Platts

BE IT RESOLVED THAT By-law 24-1783, being a by-law to rescind and replace By-Law 23-1674 - To Authorize the Solemnization of Civil Marriage, be taken as read a first, second and third time and finally passed this 14 day of November, 2024;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

**CARRIED**

**By-law 24-1784 - Tree Canopy**

**24-548**

MOVED BY: J. Koistinen

SECONDED BY: J. Platts

BE IT RESOLVED THAT By-law 24-1784, being a by-law to adopt a Tree Canopy Policy be taken as read a first time.

AND FURTHER THAT the by-law be sent to the planners to be reviewed with fire smart planning.

**CARRIED**

### **UNFINISHED BUSINESS**

#### **By-Law 24-1772- Adoption of a Flag and Proclamation Policy**

**24-549**

MOVED BY: C. Lowery

SECONDED BY: J. Platts

WHEREAS By-law 24-1772, being a by-law to adopt a Flag and Proclamation Policy, be taken as read a first time this 10th day of October 2024.;

BE IT RESOLVED THAT By-law 24-1772, being a by-law to adopt a Flag and Proclamation Policy, be taken as read a second and third time and finally passed this 14th day of November 2024;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

**CARRIED**

#### **By-Law 24-1785- Adoption of a Policy on Vulnerable Sector Checks for Facility Rentals**

**24-550**

MOVED BY: C. Lowery

SECONDED BY: J. Platts

BE IT RESOLVED THAT By-law 24-1785, being a by-law to adopt Policy on Vulnerable Sector Checks for Facility Rentals, be taken as read a first, second and third time and finally passed this 14th day of November 2024;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

**DEFERRED**

### **NEW BUSINESS**

**NOTICE OF MOTION**

Councillor Lowery - Notice of Motion, Installation of a Fourth Flag Pole

**QUESTIONS FROM PUBLIC - ITEMS ON THE AGENDA**

**CONFIRMATION BY-LAW**

**24-551**

MOVED BY: B. Koski

SECONDED BY: C. Lowery

BE IT RESOLVED THAT By-law 24-1781, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 14 day of November, 2024;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

**CARRIED**

**ADJOURNMENT**


**24-552**


MOVED BY: B. Koski

SECONDED BY: C. Lowery

BE IT RESOLVED THAT this meeting adjourn at 9:17 p.m.

**CARRIED**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

