



REGULAR MEETING MINUTES

December 7, 2020

Minutes for the regular meeting of Council for the Township of Coleman to be held on Monday, December 7, 2020, at 6:00 p.m.

NOTICE: Mandatory masks or face coverings, disinfection of hands and Social Distancing of 6 feet between seats will be strictly enforced.

1. Call to Order

The meeting was called to order by Mayor Dan Cleroux at 6:06 p.m.

2. Roll Call

Present: Mayor Dan Cleroux, Councillors Sue Cote, Mitch Lafreniere, Cathy Marcella and Lois Perry
Also Present: Patrick Cormier, CAO/Clerk-Treasurer
Brian Bigelow, Public Works Foreman
Regrets: Don Laitinen, Fire Chief
Members of the Public
Present: 0
Members of Press Present: 0

3. Adoption of the Agenda

Resolution No. 20-12-01
Moved By: Councillor Sue Cote
Seconded By: Councillor Lois Perry
Be it resolved that the agenda for the regular meeting of December 7, 2020 be approved as presented. Carried

4. Disclosure of Conflict of Interest

Councillor Perry declared a conflict of interest on items 11.2.10 as she is an employee at the Temiskaming Speaker.
Councillor Lafreniere declared a conflict of interest on item 15.2 as he is a property owner in the proposed subdivision.

5. Minutes of the Previous Meeting

Resolution No. 20-12-02
Moved By: Councillor Lois Perry
Seconded By: Councillor Sue Cote
Be it resolved that the minutes of the following Council Meetings be adopted as distributed:
1) Regular Meeting – November 9, 2020. Carried.

6. Accounts

Resolution No. 20-12-03
Moved By: Councillor Sue Cote
Seconded By: Councillor Lois Perry
Be it resolved that the general accounts in the amount of \$110,442.97 up to and including December 7, 2020 be passed and paid. Carried.

Resolution No. 20-12-04
Moved By: Councillor Lois Perry



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Seconded By: Councillor Sue Cote

Be it resolved that payroll accounts in the amount of \$21,932.80 for the month of November 2020 be passed and paid. Carried.

7. Petitions and Delegations - NIL

8. Staff Reports

1. Works Department: The Public Works Foreman verbally reported an issue that was addressed with the new plow truck. The issue was brought up to the dealer for documentation. The CAO/Clerk-Treasurer verbally reported that the Kenworth plow truck is posted for sale on Gov Deals and the minimum bid has been posted. The auction is set to close on December 17, 2020 at 2:00 pm.
2. Fire Department: Councillor Cote noted called out by the Town of Latchford and then called off while on route. Council requested that staff review the by-laws to determine if these calls are billable.
3. Administration:
 - a. Staff Report 2020-12-01 - Annual Review of Health and Safety Policy

Resolution No. 20-12-05

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that the Council of the Township of Coleman hereby acknowledges receipt Staff Report No. 20-12-01 regarding the annual review of the Township’s Health and Safety Policy, and,

Further that Council approves the Health and Safety Policy for The Corporation of the Township of Coleman with no changes; and,

Further that Mayor, Council and the CAO sign the policy statement for posting in the municipal complex.

Carried.

- b. Staff Report 2020-12-02 – Annual Review of Violence and Harassment Policy

Resolution No. 20-12-06

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that the Council of the Township of Coleman hereby acknowledges receipt Staff Report No. 20-12-02 regarding the annual review of the Township’s Violence and Harassment Policy, and,

Further that Council approves the Violence and Harassment Policy for The Corporation of the Township of Coleman with no changes; and,

Further that Mayor, Council and the CAO sign the policy statement for posting in the municipal complex.

Carried.

- c. Staff Report 2020-12-03 – Agreement with Dibrina Group – Benefits Renewal

Resolution No. 20-12-07

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that the Council for the Township of Coleman acknowledges receipt of Administrative Report 2020-12-03; and,



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Further that Council directs staff to prepare the necessary by-law to enter into an agreement with Dibrina Group to provide Group Benefits for the Township of Coleman for the year 2021 at the same rates as in 2019 and 2020.

Carried.

d. Staff Report 2020-12-04 – Bass Lake Washroom Conversion

Resolution No. 20-12-08

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that Council for the Township of Coleman acknowledges receipt of Administrative Report 2020-12-04 entitled Bass Lake Washroom Conversion Estimate; and,

Further that Council approve the estimate provided by MaJIC of \$1,998 for work as outlined in their estimate of November 18, 2020 for the Bass Lake Washroom Conversion.

Carried.

Council directed that staff include the drafting of the request for Proposals (RFP) for the project by MaJIC as well.

e. Staff Report 2020-12-05 – Emergency Management Program and Emergency Response Plan By-law

Resolution No. 20-12-09

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that Council for the Township of Coleman acknowledges receipt of Administrative Report 2019-20-05 adopting the proposed changes to the Emergency Management Program and Emergency Response Plan By-law; and,

Further that Council acknowledge that no changes are required to the current Emergency Response By-law at this time.

Carried.

f. Staff Report 2020-12-06 – Municipal Website Compliance with WCAG 2.0 Standards (Accessibility)

Resolution No. 20-12-10

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that Council for the Township of Coleman acknowledges receipt of Administrative Report 2020-12-06 entitled Municipal Website Compliance with WCAG 2.0 Standards (Accessibility); and,

Further that Council authorize upgrading the Township’s website to meet the WCAG 2.0 Standards as outlined in the report prepared by Ripple Software Consulting.

Carried.

g. Staff Report 2020-12-07 – Water Agreement with Cobalt



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Councillor Marcella presented the draft agreement to Council and went over the highlights. Council will need to consider strategies to ensure water remains affordable for residents connected to the system.

Resolution No. 20-12-11

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that Council for the Township of Coleman acknowledges receipt of Administrative Report 2020-12-07 entitled Water Agreement with Cobalt; and,

Further that Council direct the CAO/Clerk-Treasurer to prepare the necessary by-law to execute the agreement with the Town of Cobalt for the provision of water to some residents of the Township of Coleman for consideration at its next meeting.

Carried.

4. Animal Service Provider: The CAO/Clerk-Treasurer verbally reported that there were 2 calls to animal control since the last meeting.
5. By-Law Enforcement: The CAO/Clerk-Treasurer verbally reported that the By-law Enforcement Officer is busy with illegal dumping in the township. He is making progress on the investigations that are underway.
6. Larose Bridge Replacement: The CAO/Clerk-Treasurer verbally reported that the bridge is set to close on January 4, 2021 and will begin removal of the old structure at that time.

Resolution No. 20-12-12

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that the Staff Reports be noted and listed in the minutes of this meeting.

Carried.

9. By-laws

9.1. By-law 20-56 - Dibrina Group – 2021 Group Benefits Renewal

Resolution No. 20-12-13

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that By-Law No. 20-56 being a by-law to enter into an agreement with Dibrina Group for the administration of group benefits for the Township of Coleman be read a first and second time.

Carried.

Resolution No. 20-12-14

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that By-Law No. 20-56 be read a third and final time and be passed and enacted.

Carried.

9.2 By-law 20-57 – Agreement for Joint Maintenance of a Breathable Air Compressor

Resolution No. 20-12-15

Moved By: Councillor Cathy Marcella



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Seconded By: Councillor Mitch Lafreniere

Be it resolved that By-law No. 20-57 being a by-law to authorize the execution of an agreement for the joint maintenance of the Air Compressor between the City of Temiskaming Shores and the Towns of Cobalt and Latchford; the Townships of Armstrong, Harley, James, Kerns and Coleman; the Municipality of Temagami; and Union Gas be read a first and second time.

Carried.

Resolution No. 20-12-16

Moved By: Councillor Mitch Lafreniere

Seconded By: Councillor Cathy Marcella

Be it resolved that By-Law No. 20-57 be read a third and final time and be passed and enacted.

Carried.

9.3 By-law 20-58 – To Update the Township’s Emergency Response Plan

The CAO/Clerk-Treasurer indicated that no changes are being made to the plan so no by-law required.

9.4 By-law 20-59 – To enter into an agreement with the Town of Cobalt to provide water to certain parts of the Township of Coleman

Resolution No. 20-12-17

Moved By: Councillor Cathy Marcella

Seconded By: Councillor Mitch Lafreniere

Be it resolved that By-law No. 20-59 being a by-law to authorize the execution of an agreement for the provision of certified operators for municipal drinking water treatment system and distribution system that provides potable water to residents living within the Township of Coleman be read a first and second time.

Carried.

Resolution No. 20-12-18

Moved By: Councillor Mitch Lafreniere

Seconded By: Councillor Cathy Marcella

Be it resolved that By-Law No. 20-59 be read a third and final time and be passed and enacted.

Carried.

10. Business Arising from the Minutes

11. New Business

11.1. Conferences:

11.1.1. Ontario Good Roads Association (OGRA) Conference

11.1.2. Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) Conference

11.1.3. Federation of Northern Ontario Municipalities (FONOM) Conference

11.2. Motions:



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11.2.1. Payment of Accounts

Resolution No. 20-12-19

Moved By: Councillor Cathy Marcella

Seconded By: Councillor Mitch Lafreniere

Be it resolved that the CAO/Clerk-Treasurer be authorized to pay all accounts presented to the Township up to and including December 31, 2020.

Carried.

11.2.2. Payment of Honorarium for Property Standards Committee

Resolution No. 20-12-20

Moved By: Councillor Mitch Lafreniere

Seconded By: Councillor Cathy Marcella

Be it resolved that the CAO/Clerk-Treasurer be authorized to pay the honorarium to the Property Standards Committee for the year 2020.

Carried.

11.2.3. Instructions to Township of Coleman's Auditor

Resolution No. 20-12-21

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that the Township of Coleman's Auditors be instructed to transfer surplus, if any, for 2020 to working capital reserve account, any deficit be withdrawn from working capital reserve account.

Carried.

11.2.4. Appointment of Municipal Solicitor

Resolution No. 20-12-22

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Whereas Section 8 of the Municipal Act, 2001 states a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

Therefore be it resolved that the Council for the Township of Coleman appoints the firm Kemp Pirie Crombeen as municipal solicitor for the Corporation of the Township of Coleman for 2020.

Carried.

11.2.5. Appointment of Weed Inspector

Resolution No. 20-12-23

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that the Council for the Township of Coleman appoints Mr. Brian Bigelow as Weed Inspector for the year 2021.

Carried.

Appointment of Fire Wardens



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Resolution No. 20-12-24

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that the Council for the Township of Coleman appoints the following Fire Wardens for the Township of Coleman for the year 2021:

1. Brian Bigelow and Peter Monk
2. Patrick Cormier, Brian Bigelow, Dianne Desormeaux, Don Laitinen, and Christine Gagnon to issue burning permits. Carried.

11.2.6. Canada Summer Jobs 2021 Program – Application

Resolution No. 20-12-25

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that Council for the Township of Coleman approves the submission of an application to the Canada Summer Jobs 2021 program, for up to three (3) summer students for the Swim and Recreation Program. Carried.

11.2.7. Summer Experience Program 2021 Program – Application

Resolution No. 20-12-26

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that Council for the Township of Coleman approves the submission of an application to the Summer Experience Program (SEP) 2021 program, for up to one (1) summer student for the Swim and Recreation Program. Carried.

11.2.8. DTSSAB Request for Support – 2021 Rent Freeze

Resolution No. 20-12-27

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that Council for the Township of Coleman supports the District of Temiskaming Social Services Administration Board (DTSSAB) resolution No. 2020-67 regarding 2021 rent freeze imposed by the Province through the Helping Tenants and Small Business Act, 2020; and,

Further that call on the Province to provide funding to help offset the reduced revenue going to the DTSSAB and to ensure that 2021 levies to municipalities aren't increased to offset this loss of revenue; and,

Further that a copy of this resolution be provided to the DTSSAB, Timiskaming municipalities, our MPP and the Minister of Municipal Affairs and Housing. Carried.

11.2.9. Temiskaming Speaker – Seasons Greetings Tabloid

Resolution No. 20-12-28

Moved By: Councillor Sue Cote



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Seconded By: Councillor Cathy Marcella

Be it resolved that Council for the Corporation of the Township of Coleman approves the Temiskaming Speaker’s advertisement in the Seasons Greetings Tabloid:

- 1/8 Page - \$110.00, plus HST
- 1/4 Page - \$128.00, plus HST
- 1/2 Page - \$214.00, plus HST

Carried.

Councillor Perry declared a conflict of interest on item 11.2.10 and did not participate in the discussion.

11.2.10. Council Meeting Schedule

Council agreed that the next regular meeting will take place on Monday, January 4, 2021 at 6:00 p.m.

12. Committee Reports

12.1 Public Works

12.2 Finance

12.3 Government Liaison, TeMAG and TMA: Mayor Cleroux gave an update on some broadband upgrades in the area that are being undertaken by Quantum Express. Councillor Cote indicated that the Timiskaming Health Unit has decided on a 2% levy increase for 2021.

12.4 Tourism & Recreation

13. Correspondence

Item No.	Received Date	Originator	Subject
13.1	November 25	Ministry of the Solicitor General	Further Changes under the Reopening Ontario Act 2020
13.2	November 30	Tribunals Ontario	Updated Practice Direction on Hearing Formats
13.3	November 25	Municipality of Marmora and Lake	Request for funding and training support to meet AODA requirements
13.4	November 19	Township of Essa	Bill 229 “Protect, Support and Recover from COVID-19 Act – Schedule 6 - Conservation Authorities Act
13.5	November 26	Ministry of Finance	2021 OMPF Allocation and Workbooks
13.6	November 17	Ministry of Finance	Update of review of Ontario’s property tax and assessment system
13.7	November 16	Datacall	Final 2020 Inkind Linage and 2021 Blue Box Steward Funding Obligation
13.8	November 10	City of Belleville	Bill 218 – Proposing Changes to the Municipal Elections Act – Extension of Nomination Period
13.9	November 25	Town of Shelburne	Bill 229 and the Conservation Authorities



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13.10	November 9	The Office of the Honourable Anthony Rota, MP Nipissing-Timiskaming	News Release – Connecting All Canadians to High Speed Internet and Cell
13.11	November 16	Township of Evanturel	2021 Rent Freeze – Funding Request - DTSSAB
13.12	November 17	Town of Fort Erie	Amending AGCO Process to Consider Radial Separation from Other Cannabis Locations
13.13	November 17	Town of Fort Erie	Concerns of Amendments to Bill 108 – More Homes More Choices Act
13.14	November 26	Peter Julian, MP – New Westminster-Burnaby	Request to Support Bill C-213 The Canada Pharmacare Act
13.15	November 24	Town of Larder Lake	Support for Belleville resolution – Funding and training support to comply with AODA
13.16	November 24	Town of Larder Lake	Request to extend deadline for complying with O.Reg. 588/17: Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act 2015
13.17	November 26	Region of Peel	Motion regarding Property Tax Exemptions for Veteran Clubs
13.18	November 12	Timiskaming Health Unit	Amendments to O.Reg 364/20: Rules for area in Stage 3
13.19	November 24	Ministry of Municipal Affairs and Housing	Enforcement of Orders under the Reopening Ontario Act
13.20	November 10	Ministry of Municipal Affairs and Housing	National Disaster Mitigation Program – Intake 6
13.21	November 18	Ministry of Natural Resources and Forestry	National Wildfire Community Awareness Day 2021
13.22	November 25	Ontario Business Improvement Area Association	Resolution for National Addiction Awareness Week

Resolution No. 20-12-29

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that that correspondence items 13.1 to 13.22 be noted, filed and recorded in the minutes of this meeting. Carried.

14. Notice of Motion - NIL

15. In camera (closed) session

Resolution No. 20-12-30

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Whereas Section 239(2) states that a meeting or part of a meeting may be closed to the public if the subject matter being considered is:

- a) personal matters about an identifiable individual, including a municipal employee;
- b) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;



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Be it resolved that Council agrees to convene in closed session at 8:25 p.m. to discuss the following matters:

1. HR Update
2. Chitaroni Litigation Update Carried.

Councillor Lafreniere declared a conflict of interest on item 15.2. he left the meeting and did not participate in the discussion.

Resolution No. 20-12-31

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that Council agrees to reconvene in open session at 8:50 p.m. without a report. Carried.

16. Confirmatory By-law

Resolution No. 20-12-32

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that By-Law No. 20-60 being a By-law to confirm certain proceedings of Council be read a first and second time.

Carried.

Resolution No. 20-12-33

Moved By: Councillor Lois Perry

Seconded By: Councillor Sue Cote

Be it resolved that By-Law No. 20-60 being a By-law to confirm certain proceedings of Council be read a third and final time and be passed and enacted.

Carried.

17. Adjournment

Resolution No. 20-12-34

Moved By: Councillor Sue Cote

Seconded By: Councillor Lois Perry

Be it resolved that this meeting do now adjourn at 8:52 p.m.

Carried.

GENERAL ACCOUNTS



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Payment #	Vendor	Date	Amount
Cheques			
30399	SIMBA Law Enforcement Services	2020-11-10	1,089.55
30400	Hubb Cap	2020-11-18	5,554.97
30401	Alison Adams	2020-11-25	128.75
30402	BNS Corner Gas	2020-11-25	540.84
30403	Clean Scene	2020-11-25	85.38
30404	Fountain Tire (New Liskeard) L	2020-11-25	159.88
30405	Grant Home Hardware Building	2020-11-25	167.77
30406	Janix Janitorial Supplies	2020-11-25	58.62
30407	J.L.Richards & Associates Limi	2020-11-25	498.33
30408	Kemp Pirie Crombeen	2020-11-25	3,380.88
30409	Lakeview Signs	2020-11-25	299.45
30410	M & L Supply	2020-11-25	7,383.54
30411	Municipal Finance Officers'	2020-11-25	282.50
30412	NorthernTel	2020-11-25	429.95
30413	Ontario Assoc of Fire Chiefs	2020-11-25	288.15
30414	Ontario Clean Water Agency	2020-11-25	1,206.80
30415	Ontera	2020-11-25	13.03
30416	Orkin PCO Services Corporation	2020-11-25	126.56
30417	Phippen Waste Management	2020-11-25	1,152.60
30418	Purolator Inc	2020-11-25	28.18
30419	Techknowldgy Office Pro	2020-11-25	297.85
30420	Temiskaming Speaker	2020-11-25	1,028.35
30421	Temiskaming Torch Repair	2020-11-25	436.97
30422	T.J. Adshead Electrical	2020-11-25	898.08
30423	Tri-Town Automotive Ind Supply	2020-11-25	154.44
30424	TSC Stores	2020-11-25	108.53
30425	Alison Adams	2020-12-07	128.75
30426	Bell Mobility Inc.	2020-12-07	265.55
30427	CIBC	2020-12-07	252.53
30428	City of Timmins	2020-12-07	403.41
30429	Cote's Pole Lines Inc	2020-12-07	1,752.63
30430	Court News Reporter Corp	2020-12-07	111.87
30431	Dist Tim Social Services Ad Bd	2020-12-07	16,705.00
30432	Fountain Tire (New Liskeard) L	2020-12-07	1,362.84
30433	Grant Fuels Inc	2020-12-07	495.50
30434	MESSER CANADA INC.,15687	2020-12-07	234.60
30435	Mike's Cleaning	2020-12-07	169.50
30436	Miller Minerals	2020-12-07	12,763.35
30437	Minister of Finance - OPP	2020-12-07	10,172.47
	Issued To: Minister of Finance		
30438	Munisoft	2020-12-07	774.05
30439	Ontario Clean Water Agency	2020-12-07	1,206.80
30440	Patrick Cormier	2020-12-07	44.10
30441	PitneyWorks	2020-12-07	20.28
30442	Receiver General - Payroll Ded	2020-12-07	6,468.40
30443	SIMBA Law Enforcement Services	2020-12-07	1,109.80
30444	Techknowldgy Office Pro	2020-12-07	103.68
30445	Town Of Cobalt	2020-12-07	15,141.71
30446	Town Of Cobalt	2020-12-07	14,550.53
30447	Tri-Town Automotive Ind Supply	2020-12-07	358.57
30448	TSC Stores	2020-12-07	18.45
30449	Xerox Canada Ltd	2020-12-07	28.85
	Total:		110,442.97
	Total for AP:		110,442.97

Clerk / CAO

Mayor