



REGULAR MEETING AGENDA

September 12, 2022

Agenda for the Regular Council meeting for the Township of Coleman to be held on Monday, September 26, 2022 at 6:00 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Oath of Allegiance to His Majesty King Charles III**
4. **Adoption of the Agenda**

Draft Motion

BE IT RESOLVED THAT the agenda for the Regular Council meeting of September 26, 2022 be approved as presented / amended.

5. **Disclosure of Conflict of Interest**
6. **Minutes of the Previous Meeting**

Draft Motion

BE IT RESOLVED THAT the minutes of the September 12, 2022 Regular Council meeting be adopted as distributed.

7. **Public Meeting**

- a) **Minor Variance Application No. MV 2022-02**

Property Description: 878029 Moore Road, Coleman Township. The subject lands are legally described as part of PCL 17533 SEC SST; PT BROKEN LT 10 CON 5 as in NP6247 Except LT147369, LT 147500, PT 9, 10,11 54R2696 AND PT 1 54R3900; COLEMAN; DISTRICT OF TIMISKAMING. The lands are intersected by two roads, Highway 11 B towards the East and Moore Road towards the West.

Applicant: Carmen & Gilles Laferriere

Purpose: The applicants are seeking relief from Section 16(2)(h) of the Township's Comprehensive Zoning By-law to reduce the minimum setback (side) from 10 metres to 7 metres for an existing garage on an undersized lot, approximately 6.3 ha in area. The variance will also address the undersized nature of the lot providing relief from Section 16(2)(a) of the Township's Comprehensive Zoning By-law. The application is a condition of approval of Consent Application B01-22.



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b) **Minor Variance Application No. MV 2022-03**

Property Description: The subject lands are legally described as PCL21654 SEC SST; PT LT 11 CON 4 COLEMAN SRO PT 2 54R2501; COLEMAN; DISTRICT OF TIMISKAMING. The subject lands are located on Gillies Depot Road.

Applicant: Anna Foster

Purpose: The applicant is seeking permission to permit a shed as an accessory structure prior to the primary use on a lot.

c) **Application for a Zoning By-law Amendment Z 22-02**

Property Description: The subject lands are legally described as PT LT 9 CON 4 PTS 1, 2, 3, 4 54R5613; COLEMAN; DISTRICT OF TIMISKAMING. The subject property is located on the West side of Bass Lake Road, South of Highway 11B and has an area of approximately 4.37 hectares. The property has approximately 295 metres of frontage on Cassidy Lane and 80 metres on Bass Lake Road.

Applicant: David and Pama-Lynn Duval

Purpose: The applicants have initiated a Zoning By-law Amendment to rezone the lands from Rural (RU) to Rural Exception Two (RU-2) to permit an additional residential unit on the property as well as to increase the permitted maximum building area from 1% to 1.7%

8. **Business Arising from the Minutes**

None

9. **Accounts**

Draft Motion

Be it resolved that the General Accounts in the amount of \$152,857.93 up to and including September 23, 2022 be approved for payment.

10. **Petitions and Delegations**

None

11. **Staff Reports**

a) Works Department

b) Fire Department



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c) Administration

i) **Staff Report 2022-02 – Timiskaming District Joint Compliance Audit Committee**

Draft Motion

BE IT RESOLVED THAT Council acknowledges receipt of Staff Report 2022-02 entitled Timiskaming District Joint Compliance Audit Committee;

THAT Council of the Corporation of the Township of Coleman hereby agrees to establish the Timiskaming District Joint Compliance Audit Committee; and

THAT Council directs staff to prepare the necessary by-law to appoint the following members to the Timiskaming District Joint Compliance Audit Committee for a term to expire on November 14, 2026:

- Alvin Willard
- Robert Norris
- Heather Sandrin
- Chris Wray (Alternate Member)
- Don Studholme (Alternate Member)

ii) **Staff Report 2022-03 – Bass Lake Campground Operator Agreement**

Draft Motion

BE IT RESOLVED THAT Council acknowledges receipt of Staff Report 2022-03 regarding the Bass Lake Campground Operator Agreement;

THAT Council of the Corporation of the Township of Coleman agrees to Amend By-law 22-16 as follows:

Article 3.2 “The Township shall pay the Operator by cheque on a monthly basis based on \$500 per week starting in the second full week of May to the second full week in September for the years 2022, 2023 and 2024.”

Add Article 3.3 “The Operator shall be entitled to an annual start-up fee of \$2,000 payable the first week of May.”

Article 6.3.4 “Upon becoming a trained person under O. Reg 170/03, and maintaining such certification, the Operator shall receive an annual payment of \$1,000 to be divided into four equal monthly installments of \$250.”



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iii) **Staff Report 2022-04 – eScribe Meeting Management Software**

Draft Motion

BE IT RESOLVED THAT Council acknowledges receipt of Staff Report 2022-04 regarding eScribe Meeting Management Software; and

THAT Council agrees to enter into a 3-year agreement with eScribe for meeting management software at a total cost of \$13,031 plus applicable taxes.

d) Animal Services Provider

e) By-law Enforcement

12. **By-laws**

a) By-law 22-43 being a by-law to establish and appoint the Timiskaming District Joint Compliance Audit Committee (2022-2026)

b) By-law 22-44 being a by-law to amend Coleman's Comprehensive Zoning By-law 06-01 (Duval)

13. **New Business**

a) **National Day for Truth & Reconciliation**

Draft Motion

Whereas the Federal Government announced September 30th, 2021 as the first National Day for Truth and Reconciliation; and

Whereas the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the Truth and Reconciliation Commission's Calls to Action; and

Whereas Council for the Township of Coleman desires to recognize September 30th as the National Day for Truth and Reconciliation.

Now therefore be it resolved that the Council for the Township of Coleman hereby agrees to grant employees September 30th as a paid holiday, in the same manner that Remembrance Day is recognized as a paid holiday under the Township Employee Handbook; and

That Council encourages all employees to use the day to commemorate the history and ongoing trauma caused by residential schools and to honour the survivors, families and communities who continue to grieve for those who were lost.

b) **Municipal-Wide Zoning By-law Amendment – Rural Zone Building Area and Dwelling Unit Area**



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14. Committee Reports

- a) Public Works
- b) Finance
- c) Government Liaison (TMA, TeMAG, etc.)
- d) Tourism & Recreation

15. Correspondence

- a) Expertise for Municipalities – “Reminder from your Integrity Commissioner” – Municipal Elections
- b) Expertise for Municipalities – Integrity Commissioner Report 2021
- c) Timiskaming Health Unit – Water Inspection Report – Coleman Township Complex (2022-09-20)
- d) Township of Ewanturel – Electoral Boundary Commission Riding Redistribution
- e) Township of Machar - Electoral Boundary Commission Riding Redistribution
- f) Township of McKellar - Electoral Boundary Commission Riding Redistribution
- g) Township of Prince - Electoral Boundary Commission Riding Redistribution
- h) Town of Kirkland Lake – AMO Recommendations on Mandatory Firefighter Certification
- i) Town of Kirkland Lake – Creation of a “Draven Alert System”
- j) Township of McGarry – Mandatory Firefighter Certification
- k) Cobalt Historical Society – ONR Closures
- l) Town of Englehart – Canada Community Revitalization Funding

16. Notice of Motion

17. Closed Session

Draft Motion

Be it resolved that Council hereby agrees to convene in Closed Session at _____ p.m. to discuss the following matters:

- a) Under Section 239 (2) (d) labour relations or employee negotiations – Public Works Department – Equipment Operator Recruitment Process
- b) Under Section 239 (2) (d) labour relations or employee negotiations – Public Works Department – Public Works Foreman/Lead Hand position
- c) Under Section 239 (3.1) Educational Session – Confidential Information and the Municipal Freedom of Information and Protection to Privacy Act
- d) Under Section 239 (2) (f) advice that is subject to solicitor-client privilege – Chitaroni Subdivision

18. Confirming By-law

Draft Motion



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Be it resolved that By-law No. 22-45 being a By-law to confirm certain proceedings of Council be read a first and second time.

Draft Motion

Be it resolved that By-law No. 22-45 being a By-law to confirm certain proceedings of Council be read a third and final time and be passed and enacted.

19. Adjournment

Draft Motion

Be it resolved that the Regular Council meeting of September 26, 2022 hereby adjourns at ____p.m.