

**REGULAR MEETING OF COUNCIL OF THE CORPORATION OF
THE TOWNSHIP OF MANITOUWADGE, TO BE HELD IN THE
COUNCIL CHAMBERS, MUNICIPAL ADMINISTRATION
COMPLEX, MANITOUWADGE, ONTARIO, ON WEDNESDAY,
OCTOBER 9, 2013, AT THE HOUR OF 7:00 p.m.**

AGENDA

01 CALL TO ORDER

02 PECUNIARY INTEREST

03 ADOPTION OF MINUTES OF PREVIOUS COMMITTEE AND REGULAR MEETINGS

01 Minutes of the Regular Meeting held on September 26, 2013

04 DEPUTATIONS

None.

05 DISBURSEMENTS

01 Statement of Disbursement Sheet #2013-15 for \$239,877.18

06 CORRESPONDENCE

01 Correspondence to Mayor MacEachern, from Sylvia Jones, MPP, Dufferin-Caledon, dated September 2013, regarding her Private member's Bill, the *Aggregate Recycling promotion Act*.

02 Copy of correspondence from The Honourable Linda Jeffrey, Minister of Municipal Affairs and Housing, addressed to Mr. Michael Mantha, MPP, Algoma-Manitoulin, regarding the Caramat Road issue.

07 PETITIONS

None.

08 BY-LAWS

- 01** Being a By-law to adopt The Corporation of the Township of Manitouwadge's Policy No. CORP2013-01, Code of Conduct for Council Members, Local Boards and Committees.
- 02** Being a By-law to adopt The Corporation of the Township of Manitouwadge's Policy No. CORP2013-02, Code of Conduct for Employees.

09 NEW BUSINESS

- 01** Registration for upcoming Thunder Bay District Municipal League Fall Meeting and Conference, being held in Thunder Bay at the Prince Arthur Waterfront and Hotel Suites, on November 1 & 2, 2013.

10 OLD BUSINESS

None.

11 REPORTS AND COMMITTEES

- 01** Minutes of Meeting No. 13/2013: Thunder Bay District Social Services Administration Board, held on July 25, 2013.
- 02** Minutes of Special Meeting No. 15/2013: Thunder Bay District Social Services Administration Board, held on August 1, 2013.
- 03** Minutes of Meeting: Manitouwadge Municipal Housing Corporation, held on June 24, 2013.
- 04** Minutes of Meeting: Thunder Bay District Health Unit, held on June 19, 2013.

AGENDA

OCTOBER 9, 2013

- 05** Minutes of Meeting: Manitowadge Public Library Board, held on September 3, 2013.
- 06** Minutes of Meeting: Cemetery Committee, held on June 25, 2013.
- 07** Report submitted by Councillor Plummer, regarding this attendance to NOMA, held in Thunder Bay on September 26 & 27, 2013.

12 MOTIONS AND NOTICES OF MOTION

None.

13 RESOLUTION TO GO INTO CLOSED SESSION

None.

14 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE, HELD IN THE COUNCIL CHAMBERS, MANITOUWADGE, ONTARIO ON THURSDAY, SEPTEMBER 26, 2013, AT THE HOUR OF 7:00 P.M.

PRESENT: Mayor John MacEachern
Councillor Connie Hunter
Councillor Donna Jaunzarins

AGENDA	
Item No. _____	03-01
Meeting Date: _____	29 / 10 / 13
	D M Y

ABSENT: Councillor Natalie Labbé
Councillor Sheldon Plummer

STAFF: Cecile Kerster, Municipal Manager Clerk
Owen Cranney, Fire Chief/Building/Airport Manager

PUBLIC: 3

01 CALL TO ORDER

RESOLUTION NO. 2013-293

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: the Regular Meeting commence at the hour of 7:00 p.m.

CARRIED

02 PECUNIARY INTEREST

None.

03 ADOPTION OF MINUTES OF PREVIOUS COMMITTEE AND REGULAR MEETINGS

01 Minutes of the Special Meeting held on September 3, 2013.

RESOLUTION NO. 2013-294

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Minutes of the Special Meeting of September 3rd, 2013 are adopted as circulated.

CARRIED

02 Minutes of the Regular Meeting held on September 11, 2013

RESOLUTION NO. 2013-295

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the Minutes of the Regular Meeting of September 11th, 2013 are adopted as circulated.

CARRIED

04 DEPUTATIONS

None.

05 DISBURSEMENTS

- 01 Statement of Disbursement Sheet #2013-14 for \$229,529.16

RESOLUTION NO. 2013-296

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Disbursement Sheet No. 2013-14 for Two Hundred, Twenty-Nine Thousand, Five Hundred, Twenty-Nine Dollars and Sixteen Cents (\$229,529.16), for the period ending September 20th, 2013, as provided to Council for information purposes only.

CARRIED

06 CORRESPONDENCE

- 01 Copy of correspondence submitted to The Honourable K. Wynne, Premier of Ontario, from Joanne L. McMillin, City Clerk, City of Kenora, dated September 18, 2013, regarding Provincial Ban of Flying Lanterns.
- 02 Correspondence from The Honourable David Oraziotti, Minister of Natural Resources, to His Worship John MacEachern, Mayor, dated September 12, 2013, regarding our delegation at the 2013 Annual Conference of the Association of Municipalities of Ontario (AMO) in Ottawa, August 2013.
- 03 Correspondence from John McClelland, Regional Operations Officer, Northwestern Region, Ministry of Transportation, dated September 16, 2013, to Cecile Kerster, Municipal Manager Clerk, regarding Caramat Industrial Road.
- 04 Correspondence from Mr. Dennis Purcell, Chair, Bancroft & Hastings Highlands Disaster Relief Committee, dated September 2013, addressed to Mayor and Council, seeking funding support as a result of flooding earlier this year.

RESOLUTION NO. 2013-297

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: correspondence items O6-01 to and 06-04 be received and filed and that Agenda Items 06-01 and 06-03, be returned to Council under New Business for the meeting of September 26, 2013.

CARRIED

07 PETITIONS

None.

08 BY-LAWS

None.

09 NEW BUSINESS

- 01 Trial Balance by Department for the period ending August 31, 2013.

RESOLUTION NO. 2013-298

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Council is in receipt of the Trial Balance by Department, as provided by the Treasurer, Margaret Hartling, for the period ending August 31, 2013, which is accepted as received.

CARRIED

- 02** Appointment of Council member to sit on the Nuclear Waste Community Liaison Committee.

RESOLUTION NO. 2013-299

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

WHEREAS: Council approved By-law 2013-12, being the Terms of Reference for the newly formed "Nuclear Waste Community Liaison Committee" on September 11, 2013;

AND WHEREAS: Within said Terms of Reference, the Committee Structure requires that One (1) member of Council be appointed to sit on this committee;

AND WHEREAS: The Mayor shall sit on the Committee as *ex-officio* without voting rights.

NOW THEREFORE, BE IT RESOLVED THAT: Councillor Donna Jaunzarins is hereby appointed as the representative from Council for this newly formed committee.

CARRIED

- 03** Proclamation: Fire Prevention Week October 6-12, 2013, "Prevent Kitchen Fires – Get Cookin' with Fire Safety!"

RESOLUTION NO. 2013-300

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

***WHEREAS:** many dedicated citizens have joined with volunteer, professional and industrial fire safety personnel as "Partners in Fire Prevention" in a relentless effort to minimize loss to life, destruction of property and damage to the environment;*

***AND WHEREAS:** it is desirable that information on fire causes and recommended preventive measures be disseminated during a specific period of the year;*

***AND WHEREAS:** the 2013 fire prevention theme for this period is:*

"Fire Prevention Week – Prevent Kitchen Fires".

***AND WHEREAS:** by and with the advice of the Privy Council for Canada, who have thought fit to designate and do designate the week commencing Sunday, the sixth (6th) of October and ending on Saturday, the twelfth (12th) of October, in the present year as "**FIRE PREVENTION WEEK**"*

***AND FURTHER:** it is recommended that during Fire Prevention Week, federal, provincial and municipal authorities intensify their fire prevention activities.*

THEREFORE I, MAYOR JOHN MacEACHERN, DO HEREBY PROCLAIM IN MANITOUWADGE, ONTARIO, THE WEEK OF OCTOBER 6th to 12th, 2013, AS FIRE PREVENTION WEEK

" PREVENT KITCHEN FIRES – GET COOKIN' WITH FIRE SAFETY"!

CARRIED

- 04 Correspondence Item 06-01 carried forward:
Copy of correspondence submitted to The Honourable K. Wynne, Premier of Ontario, from Joanne L. McMillin, City Clerk, City of Kenora, dated September 18, 2013, regarding Provincial Ban of Flying Lanterns.

RESOLUTION NO. 2013-301

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Council is in receipt of a letter submitted to The Honourable K. Wynne, Premier of Ontario, dated September 18, 2013, from the City of Kenora, regarding their adopted resolution to have flying lantern devices banned from use and sale in the Province of Ontario;

NOW THEREFORE, BE IT RESOLVED THAT: The Corporation of the Township of Manitouwadge does hereby endorse and fully supports all of this resolution.

CARRIED

- 05 Correspondence Item 06-03 carried forward:
Correspondence from John McClelland, Regional Operations Officer, Northwestern Region, Ministry of Transportation, dated September 16, 2013, to Cecile Kerster, Municipal Manager Clerk, regarding Caramat Industrial Road.

Discussion item only.

10 OLD BUSINESS

None.

11 REPORTS AND COMMITTEES

- 01 Minutes of Meetings: Northeastern Superior Mayors Group, held on August 12, 2013.

RESOLUTION NO. 2013-302

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Council is in receipt of Minutes of Meeting of the Northeastern Superior Mayors Group Meeting, held on August 12, 2013, which are accepted as received.

CARRIED

- 02 Report to Council as submitted by Mayor MacEachern regarding his attendance to the Association of Municipalities (AMO) Conference held in Ottawa in August, 2013.

RESOLUTION NO. 2013-303

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: Council is in receipt of a Report submitted by Mayor John MacEachern, regarding his attendance to the Association of Municipalities of Ontario (AMO), annual Conference held in Ottawa, Ontario, on August 18-21, 2013, which is accepted as received.

CARRIED

- 03** Superior North Emergency Medical Service (EMS) 2012 Municipal Report for the Township of Manitouwadge.

RESOLUTION NO. 2013-304

Moved by: Councillor Jaunzarins

Seconded by: Councillor Hunter

RESOLVED THAT: Council is in receipt of the 2012 Municipal Report for the Township of Manitouwadge, being in the District of Thunder Bay, as submitted by the Superior North Emergency Medical Services (EMS), which is accepted as received.

CARRIED**MOTIONS AND NOTICES OF MOTION**

None.

13 RESOLUTION TO GO INTO CLOSED SESSION

- personal matters about an identifiable individual, including municipal or local board employees.

RESOLUTION NO. 2013-305

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

WHEREAS Section 239(4) of the Municipal Act, 2001, S.O. 2001, C.25 provided that before holding a meeting or part of a meeting that is to be closed to the public, a municipality or local board or committee of either of them, shall state by resolution the fact of holding of the closed meeting and the general nature of the matter to be considered at the closed meeting; **NOW THEREFORE BE IT RESOLVED THAT:** this meeting is hereby closed to the public as the subject matter being discussed falls under the following section:

- the security of the property of the municipality or local board.
- personal matters about an identifiable individual, including municipal or local board employees.
- a proposed or pending acquisition or disposition of land by the municipality or local board.
- labour relations or employee negotiations.
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- a matter in respect of which a council, board, committee or other body may hold a meeting to be closed under another Act.
- a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the Council is designated as head of the institution for the purposes of that Act.
- a meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied
 - the meeting is held for the purpose of educating or training the members
 - at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED**RESOLUTION NO. 2013-306**

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

RESOLVED THAT: the meeting is hereby declared to be open to the public.

CARRIED

RESOLUTION NO. 2013-307

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

WHEREAS: Council approved By-law 2013-12, being the Terms of Reference for the newly formed "Nuclear Waste Community Liaison Committee" on September 11, 2013;

AND WHEREAS: Within said Terms of Reference, the Committee Structure requires that Six (6) members of the community be appointed to this committee;

THEREFORE, BE IT RESOLVED THAT: the following community members are hereby appointed as the representatives for this newly formed committee.

- | | |
|---------------------|------------------|
| 1) Jim Moffat | 4) Dave Schleier |
| 2) Raymond Lelievre | 5) Louise Baran |
| 3) Rick Thomson | 6) Tyler Baran |

CARRIED

14 ADJOURNMENT

RESOLUTION NO. 2013-308

Moved by: Councillor Hunter

Seconded by: Councillor Jaunzarins

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

CARRIED

Mayor John MacEachern

Cecile Kerster, Municipal Manager Clerk



The Corporation of the
TOWNSHIP OF MANITOUWADGE
 Manitouwadge, Ontario
 POT 2C0

STATEMENT OF DISBURSEMENTS

DISBURSEMENT SHEET NO. 2013-15 FOR THE PERIOD

ENDING	<u>October 4, 2013</u>	
PAYROLL	\$	<u>82,834.28</u>
REGULAR CHEQUES	\$	<u>157,042.90</u>
VOID CHEQUES	\$	<u>0.00</u>
TOTAL	\$	<u>239,877.18</u>

TREASURER/DEPUTY CLERK MAYOR

APPROVED BY RESOLUTION NO. _____
 MEETING OF COUNCIL HELD _____

- MUNICIPAL MANAGER CLERK
 DEPUTY CLERK

AGENDA
 Item No. 03-01
 Meeting Date: 09 / 10 / 13
 D M Y

Payroll Disbursements - Council Report

<u>Payroll Date</u>		<u>Amount</u>
Oct 4/13	Regular	\$ 77,334.28
Oct 4/13	Fire	<u>\$ 5,500.00</u>
2013-15		<u><u>\$ 82,834.28</u></u>

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Oct 02, 2013

Time : 2:54 pm

Vendor : 2335401 To ZENGO01
 Cheque Dt. 20-Sep-2013 To 02-Oct-2013
 Bank : 1 - GENERAL OPERATING

Seq : Cheque No. Status : All
 Medium : C=Computer

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3000	20-Sep-2013	CONSE02	CONSEIL SCOLAIRE DE DISTRICT CATHOLIC	Issued	217	C	2,572.76
3001	20-Sep-2013	CUPEL01	CANADIAN UNION OF PUBLIC EMPLOYEES	Issued	217	C	822.58
3002	20-Sep-2013	GRANT02	GRANT THORNTON	Issued	217	C	9,724.10
3003	20-Sep-2013	MINIS03	MINISTER OF FINANCE	Issued	217	C	2,967.67
3004	20-Sep-2013	OMERS01	OMERS	Issued	217	C	23,384.34
3005	20-Sep-2013	RECEI01	RECEIVER GENERAL	Issued	217	C	17,249.58
3006	20-Sep-2013	SUPER09	SUPERIOR-GREENSTONE DISTRICT SCHOOL	Issued	217	C	27,691.91
3007	20-Sep-2013	SUPER10	SUPERIOR NORTH CATHOLIC DISTRICT SCH	Issued	217	C	8,574.26
3008	20-Sep-2013	WSIB01	WSIB	Issued	217	C	3,537.75
3009	01-Oct-2013	BEERS01	THE BEER STORE	Issued	222	C	963.47
3010	02-Oct-2013	ALLIA01	ALLIANCE CHEMICALS	Issued	224	C	2,149.71
3011	02-Oct-2013	ALSLA01	ALS LABORATORY GROUP	Issued	224	C	2,494.13
3012	02-Oct-2013	BLUEW01	BLUEWAVE ENERGY	Issued	224	C	624.90
3013	02-Oct-2013	BUSET01	BUSET & PARTNERS LLP	Issued	224	C	3,997.58
3014	02-Oct-2013	CALGA01	CAL-GAS INC.	Issued	224	C	2,483.07
3015	02-Oct-2013	CANAD14	CANADIAN BEARINGS LTD.	Issued	224	C	92.31
3016	02-Oct-2013	CHAIN01	CHAINSAW CENTRE & EQUIPMENT	Issued	224	C	98.14
3017	02-Oct-2013	CLEAN02	CLEAN-SWEEP	Issued	224	C	1,638.50
3018	02-Oct-2013	CLEAR01	CLEARTECH INDUSTRIES INC.	Issued	224	C	1,632.29
3019	02-Oct-2013	COLLI01	COLLIN, OMER	Issued	224	C	501.25
3020	02-Oct-2013	CONSE03	CONSOLIDATED TURF EQUIPMENT	Issued	224	C	785.35
3021	02-Oct-2013	COURT01	COURTESY FREIGHT SYSTEMS LTD.	Issued	224	C	106.89
3022	02-Oct-2013	CRANN01	CRANNEY, OWEN	Issued	224	C	762.75
3023	02-Oct-2013	DARCH01	DARCH FIRE INCORPORATED	Issued	224	C	2,096.89
3024	02-Oct-2013	DINGW01	DINGWELL'S MACHINERY & SUPPLY LTD.	Issued	224	C	1,289.30
3025	02-Oct-2013	EDAEN01	EDA ENVIRONMENTAL LTD.	Issued	224	C	1,808.00
3026	02-Oct-2013	EECOL01	EECOL ELECTRIC CORP.	Issued	224	C	230.92
3027	02-Oct-2013	EMCOC01	EMCO CORP./WESTERN SUPPLIES	Issued	224	C	1,861.19
3028	02-Oct-2013	GOODW01	GOODWIN, GRANT	Issued	224	C	575.00
3029	02-Oct-2013	GREAT02	GREAT SPIRIT MEDIA	Issued	224	C	292.62
3030	02-Oct-2013	GUILL01	GUILLEVIN INTERNATIONAL	Issued	224	C	153.68
3031	02-Oct-2013	HARTL01	HARTLING, MARGARET	Issued	224	C	85.00
3032	02-Oct-2013	HOSAN01	HOSANNA FIRE PROTECTION	Issued	224	C	112.62
3033	02-Oct-2013	HYDRO04	HYDRO ONE NETWORKS INC.	Issued	224	C	2,892.73
3034	02-Oct-2013	JJEU01	J&J EQUIPMENT RENTALS INC.	Issued	224	C	542.40
3035	02-Oct-2013	KERST01	KERSTER, CECILE	Issued	224	C	661.00
3036	02-Oct-2013	KGSGR01	KGS GROUP	Issued	224	C	1,924.50
3037	02-Oct-2013	LAMOT01	LAMOTHE, JANIS	Issued	224	C	127.85
3038	02-Oct-2013	MACEA01	MACEACHERN, JOHN	Issued	224	C	630.00
3039	02-Oct-2013	MANIT13	MANITOUWADGE VOLUNTEER FIREFIGHTER	Issued	224	C	1,500.00
3040	02-Oct-2013	MCCLO01	MCCLOSKEY, PAULA	Issued	224	C	258.40
3041	02-Oct-2013	NUVUA01	NU VU AUTO GLASS	Issued	224	C	135.60
3042	02-Oct-2013	OGSA01	OGSA	Issued	224	C	203.00
3043	02-Oct-2013	PATIF01	PATIFF ENTERPRISES INC.	Issued	224	C	446.33
3044	02-Oct-2013	PAULD01	PAUL DALLAIRE WELDING	Issued	224	C	90.40
3045	02-Oct-2013	PITNE02	PITNEY BOWES	Issued	224	C	137.47
3046	02-Oct-2013	PREMA01	PREMA NORTH WEST	Issued	224	C	199.41
3047	02-Oct-2013	PUROL01	PURULATOR COURIER	Issued	224	C	16.62
3048	02-Oct-2013	RECEI01	RECEIVER GENERAL	Issued	224	C	15,922.84
3049	02-Oct-2013	RELIA01	RELIANCE HOME COMFORT	Issued	224	C	40.39
3050	02-Oct-2013	ROUSS01	ROUSSELLE'S VALU-MART	Issued	224	C	293.88
3051	02-Oct-2013	SHAWC01	SHAW CABLESYSTEMS G.P.	Issued	224	C	121.81
3052	02-Oct-2013	SLING02	SLING CHOKER MFG. (THUNDER BAY) LTD.	Issued	224	C	125.48
3053	02-Oct-2013	SOCAN01	SOCAN LICENSING DEPT.	Issued	224	C	133.72

Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Oct 02, 2013

Time : 2:54 pm

Vendor : 2335401 To ZENGO01
 Cheque Dt. 20-Sep-2013 To 02-Oct-2013
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Seq : Cheque No. Status : All
 Medium : C=Computer

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
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3054	02-Oct-2013	SUREW01	SUREWAY INTERNATIONAL INC.	Issued	224	C	353.29
3055	02-Oct-2013	TBAYT01	TBAYTEL	Issued	224	C	535.34
3056	02-Oct-2013	THUND06	THUNDER BAY DISTRICT HEALTH UNIT	Issued	224	C	3,994.00
3057	02-Oct-2013	THYSS01	THYSSENKRUPP ELEVATOR (CANADA) LTD.	Issued	224	C	632.55
3058	02-Oct-2013	WILSO01	WILSON'S	Issued	224	C	142.38
3059	02-Oct-2013	WORKP02	WORKPLACE SAFETY & PREVENTION SERVI	Issued	224	C	349.17
3060	02-Oct-2013	XCGTR01	XCG TRAINING & OPERATIONS INC.	Issued	224	C	355.95
3061	02-Oct-2013	XEROX01	XEROX CANADA LTD.	Issued	224	C	915.88

Total Computer Paid :	157,042.90	Total EFT PAP :	0.00	Total Paid :	157,042.90
Total Manually Paid :	0.00	Total EFT File :	0.00		

62 Total No. Of Cheque(s) ...

TOWNSHIP OF MANITOOWADGE
Council/Board Report-Smry (Computer)



AP5060
 Date : Oct 02, 2013

Page : 1
 Time : 2:57 pm

Vendor : 2335401 To ZENGO01
 Batch : 111

Cheque Dates : Sep 20, 2013 To Oct 02, 2013
 Bank : 1 To 1

Vendor Code	Vendor Name	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
ALLIA01	ALLIANCE CHEMICALS						
262	HYPOCHLORITE - PW	219	23-Sep-2013	02-Oct-2013	2,149.71	2,149.71	0.00
Supplier Totals :					2,149.71	2,149.71	0.00
ALSLA01	ALS LABORATORY GROUP						
1055192	SAMPLES	223	22-Sep-2013	02-Oct-2013	259.67	259.67	0.00
1056345	SAMPLES	223	24-Sep-2013	02-Oct-2013	346.91	346.91	0.00
1057710	SAMPLES	223	24-Sep-2013	02-Oct-2013	355.27	355.27	0.00
1058675	SAMPLES	223	26-Sep-2013	02-Oct-2013	346.91	346.91	0.00
1061401	SAMPLES	223	26-Sep-2013	02-Oct-2013	346.91	346.91	0.00
1062315	SAMPLES	223	30-Sep-2013	02-Oct-2013	132.89	132.89	0.00
1063956	SAMPLES	223	30-Sep-2013	02-Oct-2013	304.42	304.42	0.00
1063984	SAMPLES	223	30-Sep-2013	02-Oct-2013	45.88	45.88	0.00
1064838	SAMPLES	223	30-Sep-2013	02-Oct-2013	355.27	355.27	0.00
Supplier Totals :					2,494.13	2,494.13	0.00
BEERS01	THE BEER STORE						
992380220	BEER - GOLFCH	221	03-Sep-2013	01-Oct-2013	963.47	963.47	0.00
Supplier Totals :					963.47	963.47	0.00
BLUEW01	BLUEWAVE ENERGY						
30113	OIL - REC	218	13-Sep-2013	02-Oct-2013	624.90	624.90	0.00
Supplier Totals :					624.90	624.90	0.00
BUSET01	BUSET & PARTNERS LLP						
106965	MATTER 12844-83	223	23-Sep-2013	02-Oct-2013	3,997.58	3,997.58	0.00
Supplier Totals :					3,997.58	3,997.58	0.00
CALGA01	CAL-GAS INC.						
117699	CYLINDERS - REC	218	17-Sep-2013	02-Oct-2013	84.75	84.75	0.00
117702	PROPANE - ADMIN	218	17-Sep-2013	02-Oct-2013	2,398.32	2,398.32	0.00
Supplier Totals :					2,483.07	2,483.07	0.00
CANAD14	CANADIAN BEARINGS LTD.						
38064212	V BELTS - SH	218	12-Sep-2013	02-Oct-2013	92.31	92.31	0.00
Supplier Totals :					92.31	92.31	0.00
CHAIN01	CHAINSAW CENTRE & EQUIPMENT						
3649	CHISEL BLADES - PW	218	11-Sep-2013	02-Oct-2013	98.14	98.14	0.00
Supplier Totals :					98.14	98.14	0.00
CLEAN02	CLEAN-SWEEP						
177660	GARAGE CLEANING - PW	219	30-Sep-2013	02-Oct-2013	226.00	226.00	0.00
177661	CLEANING - ADMIN	219	30-Sep-2013	02-Oct-2013	1,412.50	1,412.50	0.00
Supplier Totals :					1,638.50	1,638.50	0.00
CLEAR01	CLEARTECH INDUSTRIES INC.						

TOWNSHIP OF MANITOOWADGE
 Council/Board Report-Smry (Computer)



AP5060

Date : Oct 02, 2013

Page : 2

Time : 2:57 pm

Vendor : 2335401 To ZENGO01

Batch : All

Cheque Dates : Sep 20, 2013 To Oct 02, 2013

Bank : 1 To 1

Vendor Code	Vendor Name				Invoice Amount	Paid Amount	Discount Amount
Invoice No.	Description	Batch	Invoice Date	Due Date			
546301	CLEAN COLORIMETER/PUMP/TURB - PW	218	04-Sep-2013	02-Oct-2013	1,632.29	1,632.29	0.00
Supplier Totals :					1,632.29	1,632.29	0.00
COLLI01	COLLIN OMER						
SEPT/13	PICK-UP SOD - THUNDER BAY - SEPT 25/13	219	25-Sep-2013	02-Oct-2013	70.00	70.00	0.00
SEPT/13A	NEOPWO - COCHRANE - SEPT 27/13	223	27-Sep-2013	02-Oct-2013	431.25	431.25	0.00
Supplier Totals :					501.25	501.25	0.00
CONSE02	CONSEIL SCOLAIRE DE DISTRICT CATHOLIQUE-AUROR						
SEPT/13	3RD QUARTER - 2013	216	30-Sep-2013	30-Sep-2013	2,572.76	2,572.76	0.00
Supplier Totals :					2,572.76	2,572.76	0.00
CONSE03	CONSOLIDATED TURF EQUIPMENT						
399409	DRAG MAT/GRINDER - GOLF	218	29-Aug-2013	02-Oct-2013	785.35	785.35	0.00
Supplier Totals :					785.35	785.35	0.00
COURT01	COURTESY FREIGHT SYSTEMS LTD.						
2755259	MAHON ELECTRIC - PW	218	20-Jun-2013	02-Oct-2013	18.60	18.60	0.00
2866229	MGM ELECTRIC - PW	218	03-Sep-2013	02-Oct-2013	17.19	17.19	0.00
3063900	PINEWOOD - PW	218	09-Sep-2013	02-Oct-2013	17.28	17.28	0.00
3087586	CHAINSAW CENTRE - PW	218	11-Sep-2013	02-Oct-2013	17.28	17.28	0.00
434979	ALS - PW	218	09-Sep-2013	02-Oct-2013	17.28	17.28	0.00
434980	ALS - PW	218	04-Sep-2013	02-Oct-2013	19.26	19.26	0.00
Supplier Totals :					106.89	106.89	0.00
CRANN01	CRANNEY OWEN						
161	FIRECON TRAINING - T. LIDSTER	218	06-Sep-2013	02-Oct-2013	254.25	254.25	0.00
163	FIRECON TRAINING - C. BARNES	218	09-Sep-2013	02-Oct-2013	254.25	254.25	0.00
164	FIRECON TRAINING - R. BARNES	218	10-Sep-2013	02-Oct-2013	254.25	254.25	0.00
Supplier Totals :					762.75	762.75	0.00
CUPEL01	CANADIAN UNION OF PUBLIC EMPLOYEES						
CUPEL01 - 8523		203	05-Sep-2013	05-Sep-2013	452.97	452.97	0.00
CUPEL01 - 8749		214	19-Sep-2013	19-Sep-2013	369.61	369.61	0.00
Supplier Totals :					822.58	822.58	0.00
DARCH01	DARCH FIRE INCORPORATED						
48940	ANNUAL PUMP TEST/SERVICE - FIRE	218	23-Aug-2013	02-Oct-2013	506.47	506.47	0.00
48942	ANNUAL PUMP TEST/SERVICE - FIRE	218	23-Aug-2013	02-Oct-2013	958.47	958.47	0.00
48945	ANNUAL TOOL SERVICE/INSPECTION - FIRE	218	23-Aug-2013	02-Oct-2013	135.60	135.60	0.00
48946	ANNUAL TOOL SERVICE/INSPECTION - FIRE	218	23-Aug-2013	02-Oct-2013	135.60	135.60	0.00

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Invoice No.	Description	Batch	Invoice Date	Due Date			
48947	ANNUAL TOOL SERVICE/INSPECTION - FIRE	218	23-Aug-2013	02-Oct-2013	135.60	135.60	0.00
48948	ANNUAL PUMP SERVICE/INSPECTION - FIRE	219	23-Aug-2013	02-Oct-2013	225.15	225.15	0.00
Supplier Totals :					2,096.89	2,096.89	0.00
DINGW01	DINGWELL'S MACHINERY & SUPPLY LTD.						
153945	REPAIR GEAR REDUCER - SH	218	27-Sep-2013	02-Oct-2013	1,289.30	1,289.30	0.00
Supplier Totals :					1,289.30	1,289.30	0.00
EDAEN01	EDA ENVIRONMENTAL LTD.						
39051	BALLASTS - PW	218	05-Sep-2013	02-Oct-2013	1,808.00	1,808.00	0.00
Supplier Totals :					1,808.00	1,808.00	0.00
EECOL01	EECOL ELECTRIC CORP.						
356396	LIGHT CABLE - APT	218	13-Sep-2013	02-Oct-2013	230.92	230.92	0.00
Supplier Totals :					230.92	230.92	0.00
EMCOC01	EMCO CORP./WESTERN SUPPLIES						
9160475	SOFT COP/BOX RODS - PW	223	25-Sep-2013	02-Oct-2013	1,861.19	1,861.19	0.00
Supplier Totals :					1,861.19	1,861.19	0.00
GOODW01	GOODWIN GRANT						
1015	SITE CLEAN-UP/CHECK - CORNER	218	13-Aug-2013	02-Oct-2013	287.50	287.50	0.00
1019	SITE CLEAN-UP/CHECK - CORNER	223	23-Sep-2013	02-Oct-2013	287.50	287.50	0.00
Supplier Totals :					575.00	575.00	0.00
GRANT02	GRANT THORNTON						
35506	ADJ - AUDIT 2012	216	31-Aug-2013	30-Sep-2013	1,130.00	1,130.00	0.00
35507	FIN STMENTS - AUDIT 2012	216	31-Aug-2013	30-Sep-2013	3,616.00	3,616.00	0.00
35509	FIR - AUDIT 2012	216	31-Aug-2013	30-Sep-2013	2,260.00	2,260.00	0.00
35510	TRAVEL/MEALS - AUDIT 2012	216	31-Aug-2013	30-Sep-2013	458.10	458.10	0.00
35512	FINAL - AUDIT - 2012	216	31-Aug-2013	30-Sep-2013	2,260.00	2,260.00	0.00
Supplier Totals :					9,724.10	9,724.10	0.00
GREAT02	GREAT SPIRIT MEDIA						
229	AD - SUNFEST	218	24-Sep-2013	02-Oct-2013	72.27	72.27	0.00
233	AD - JOB GOLFCHE	218	24-Sep-2013	02-Oct-2013	84.75	84.75	0.00
234	AD - FACILITY MAINTAINER	219	24-Sep-2013	02-Oct-2013	135.60	135.60	0.00
Supplier Totals :					292.62	292.62	0.00
GUILLO1	GUILLEVIN INTERNATIONAL						
466025	HOOR METER - APT	218	13-Sep-2013	02-Oct-2013	153.68	153.68	0.00
Supplier Totals :					153.68	153.68	0.00
HARTL01	HARTLING MARGARET						

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Vendor Code	Vendor Name				Invoice Amount	Paid Amount	Discount Amount
Invoice No.	Description	Batch	Invoice Date	Due Date			
OCT/13	CELL	218	01-Oct-2013	02-Oct-2013	85.00	85.00	0.00
Supplier Totals :					85.00	85.00	0.00
HOSAN01	HOSANNA FIRE PROTECTION						
14746	INSPECT EXTINGUISHERS - APT	218	06-Sep-2013	02-Oct-2013	112.62	112.62	0.00
Supplier Totals :					112.62	112.62	0.00
HYDRO04	HYDRO ONE NETWORKS INC.						
SEPT/13A	64542858/SALT SHED	223	30-Sep-2013	02-Oct-2013	193.25	193.25	0.00
SEPT/13B	62540618/WELLS #3 & #4	223	30-Sep-2013	02-Oct-2013	339.39	339.39	0.00
SEPT/13C	20630857/WATER STN #3	223	30-Sep-2013	02-Oct-2013	553.21	553.21	0.00
SEPT/13D	1618756/13 SAULT	223	30-Sep-2013	02-Oct-2013	770.86	770.86	0.00
SEPT/13E	62568001/GOLFCH	223	30-Sep-2013	02-Oct-2013	568.76	568.76	0.00
SEPT/13F	74628636/FASTBALL FIELD	223	01-Oct-2013	02-Oct-2013	41.53	41.53	0.00
SEPT/13G	119861554/APT GARAGE	223	01-Oct-2013	02-Oct-2013	425.73	425.73	0.00
Supplier Totals :					2,892.73	2,892.73	0.00
JJEQU01	J&J EQUIPMENT RENTALS INC.						
199780	CRUSHER DUST - GOLF	218	19-Sep-2013	02-Oct-2013	542.40	542.40	0.00
Supplier Totals :					542.40	542.40	0.00
KERST01	KERSTER CECILE						
SEPT/13	AMCTO FALL CONF/USER FEES - THUNDER BAY - SEPT/13	223	25-Sep-2013	02-Oct-2013	661.00	661.00	0.00
Supplier Totals :					661.00	661.00	0.00
KGSGR01	KGS GROUP						
60657	MONITORING - AUG/13	218	31-Aug-2013	02-Oct-2013	1,210.23	1,210.23	0.00
60658	TOPO SURVEY - AUG/13	218	31-Aug-2013	02-Oct-2013	714.27	714.27	0.00
Supplier Totals :					1,924.50	1,924.50	0.00
LAMOT01	LAMOTHE JANIS						
SEPT/13B	OLSN/TVO - TORONTO - SEPT 20-27/13	223	27-Sep-2013	02-Oct-2013	1,702.55	1,702.55	0.00
SEPT/13CR	ADV - OLSN - SEPT/13 - CR	223	27-Sep-2013	02-Oct-2013	-1,574.70	-1,574.70	0.00
Supplier Totals :					127.85	127.85	0.00
MACEA01	MACEACHERN JOHN						
SEPT/13	TBDHU - THUNDER BAY - SEPT 18/13	218	18-Sep-2013	02-Oct-2013	290.00	290.00	0.00
SEPT/13A	MAYORS' MEETING - WAWA - SEPT 23/13	218	23-Sep-2013	02-Oct-2013	340.00	340.00	0.00
Supplier Totals :					630.00	630.00	0.00
MANIT13	MANITOUWADGE VOLUNTEER FIREFIGHTERS ASSOC.						
SEPT/13	QUARTERLY ASSOC. DUES	218	30-Sep-2013	02-Oct-2013	1,500.00	1,500.00	0.00
Supplier Totals :					1,500.00	1,500.00	0.00
MCCLO01	MCCLOSKEY PAULA						



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Invoice No.	Description	Batch	Invoice Date	Due Date			
333CR	ADV - THUNDER BAY - SEPT 24-25/13 - CR	223	02-Oct-2013	02-Oct-2013	-645.00	-645.00	0.00
336065	IPM COURSES (4) - STEVE WOOD - GOLF	218	20-Sep-2013	02-Oct-2013	240.00	240.00	0.00
SEPT/13	CSTA WORKSHOP - THUNDER BAY - SEPT/13	223	26-Sep-2013	02-Oct-2013	663.40	663.40	0.00
Supplier Totals :					258.40	258.40	0.00
MINIS03	MINISTER OF FINANCE						
MINIS03 - 8522		202	05-Sep-2013	05-Sep-2013	1,584.61	1,584.61	0.00
MINIS03 - 8748		213	19-Sep-2013	19-Sep-2013	1,383.06	1,383.06	0.00
Supplier Totals :					2,967.67	2,967.67	0.00
NUVUA01	NU VU AUTO GLASS						
17647	REPAIR/COVER SEAT - PW	218	11-Sep-2013	02-Oct-2013	135.60	135.60	0.00
Supplier Totals :					135.60	135.60	0.00
OGSA01	OGSA						
14537	OGSA - MEMBERSHIP	218	01-Oct-2013	02-Oct-2013	203.00	203.00	0.00
Supplier Totals :					203.00	203.00	0.00
OMERS01	OMERS						
OMERS01 - 8521		201	05-Sep-2013	05-Sep-2013	11,744.26	11,744.26	0.00
OMERS01 - 8747		212	19-Sep-2013	19-Sep-2013	11,640.08	11,640.08	0.00
Supplier Totals :					23,384.34	23,384.34	0.00
PATIF01	PATIFF ENTERPRISES INC.						
5480	TIRES - GOLF	218	23-Sep-2013	02-Oct-2013	446.33	446.33	0.00
Supplier Totals :					446.33	446.33	0.00
PAULD01	PAUL DALLAIRE WELDING						
3571	REPAIR DOORS - FIRE	218	23-Aug-2013	02-Oct-2013	90.40	90.40	0.00
Supplier Totals :					90.40	90.40	0.00
PITNE02	PITNEY BOWES						
409096093441	POSTAGE MACHINE - BASE CONFIG	223	26-Sep-2013	02-Oct-2013	137.47	137.47	0.00
Supplier Totals :					137.47	137.47	0.00
PREMA01	PREMA NORTH WEST						
12125	MARKERS/DETECTOR/GLOVES - PW	218	29-Aug-2013	02-Oct-2013	123.76	123.76	0.00
12258	GAUGE/COUPLERS - PW	219	26-Sep-2013	02-Oct-2013	75.65	75.65	0.00
Supplier Totals :					199.41	199.41	0.00
PUROL01	PUROLATOR COURIER						
421487612	DARCH - FIRE	218	13-Sep-2013	02-Oct-2013	16.62	16.62	0.00
Supplier Totals :					16.62	16.62	0.00
RECEI01	RECEIVER GENERAL						

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Vendor Code	Vendor Name				Invoice Amount	Paid Amount	Discount Amount
Invoice No.	Description	Batch	Invoice Date	Due Date			
RECEI01 - 8744	Payroll Remittance BN:	211	19-Sep-2013	19-Sep-2013	392.30	392.30	0.00
RECEI01 - 8745	Payroll Remittance BN: 106979958RP0001	211	19-Sep-2013	19-Sep-2013	13,424.15	13,424.15	0.00
RECEI01 - 8746	Payroll Remittance BN: 106979958RP0002	211	19-Sep-2013	19-Sep-2013	3,433.13	3,433.13	0.00
RECEI01 - 8883	Payroll Remittance BN: 106979958RP0001	220	01-Oct-2013	01-Oct-2013	13,254.84	13,254.84	0.00
RECEI01 - 8884	Payroll Remittance BN: 106979958RP0002	220	01-Oct-2013	01-Oct-2013	2,668.00	2,668.00	0.00
Supplier Totals :					33,172.42	33,172.42	0.00
RELIA01	RELIANCE HOME COMFORT						
SEPT/13	WATER HEATER RENTAL - JUNE - SEPT/13	218	16-Sep-2013	02-Oct-2013	40.39	40.39	0.00
Supplier Totals :					40.39	40.39	0.00
ROUSS01	ROUSSELLE'S VALU-MART						
1117	COFFEE - GOLFCH	219	22-Sep-2013	02-Oct-2013	15.68	15.68	0.00
2413	CREAM - CF	219	05-Sep-2013	02-Oct-2013	4.09	4.09	0.00
2718	GROC - GOLFCH	219	06-Sep-2013	02-Oct-2013	100.94	100.94	0.00
2815	WATER - GOLFCH	219	28-Aug-2013	02-Oct-2013	5.98	5.98	0.00
5007	GROC - GOLFCH	219	16-Sep-2013	02-Oct-2013	17.29	17.29	0.00
5072	GROC - GOLFCH	219	03-Sep-2013	02-Oct-2013	29.21	29.21	0.00
5723	GROC - GOLFCH	219	12-Sep-2013	02-Oct-2013	35.49	35.49	0.00
6063	GROC - GOLFCH	219	20-Sep-2013	02-Oct-2013	13.95	13.95	0.00
6228	JUICE - GOLFCH	219	21-Sep-2013	02-Oct-2013	7.18	7.18	0.00
8	CAT LITTER/SOAP - PS	223	28-Aug-2013	02-Oct-2013	53.40	53.40	0.00
993	CREAM - CF	219	26-Sep-2013	02-Oct-2013	10.67	10.67	0.00
Supplier Totals :					293.88	293.88	0.00
SHAWC01	SHAW CABLESYSTEMS G.P.						
OCT/13	INTERNET	218	16-Sep-2013	02-Oct-2013	121.81	121.81	0.00
Supplier Totals :					121.81	121.81	0.00
SLING02	SLING CHOKER MFG. (THUNDER BAY) LTD.						
33133	WIRE/LINK - PW	218	18-Sep-2013	02-Oct-2013	125.48	125.48	0.00
Supplier Totals :					125.48	125.48	0.00
SOCAN01	SOCAN LICENSING DEPT.						
SEPT/13	SOCAN - 3RD QUARTER	223	30-Sep-2013	02-Oct-2013	133.72	133.72	0.00
Supplier Totals :					133.72	133.72	0.00
SUPER09	SUPERIOR-GREENSTONE DISTRICT						
SEPT/13	3RD QUARTER - 2013	216	30-Sep-2013	30-Sep-2013	27,691.91	27,691.91	0.00
Supplier Totals :					27,691.91	27,691.91	0.00
SUPER10	SUPERIOR NORTH CATHOLIC DISTRICT SCHOOL BOARD						
SEPT/13	3RD QUARTER - 2013	216	30-Sep-2013	30-Sep-2013	8,574.26	8,574.26	0.00
Supplier Totals :					8,574.26	8,574.26	0.00
SUREW01	SUREWAY INTERNATIONAL INC.						

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Vendor Code	Vendor Name	Batch	Invoice Date	Due Date	Invoice Amount	Paid Amount	Discount Amount
241180	LIGHTS - APT	218	11-Sep-2013	02-Oct-2013	353.29	353.29	0.00
Supplier Totals :					353.29	353.29	0.00
TBAYT01	TBAYTEL						
SEPT/13	INTERNET - APT	219	15-Sep-2013	02-Oct-2013	95.94	95.94	0.00
SEPT/13A	228-2956/REC	219	23-Sep-2013	02-Oct-2013	39.49	39.49	0.00
SEPT/13B	228-3509/REC	219	23-Sep-2013	02-Oct-2013	56.50	56.50	0.00
SEPT/13C	229-7099/PW	219	23-Sep-2013	02-Oct-2013	56.50	56.50	0.00
SEPT/13D	229-6057/PW	219	23-Sep-2013	02-Oct-2013	56.50	56.50	0.00
SEPT/13E	228-1614/ADMIN	219	23-Sep-2013	02-Oct-2013	56.50	56.50	0.00
SEPT/13F	229-7607/PS	223	23-Sep-2013	02-Oct-2013	60.91	60.91	0.00
SEPT/13G	228-0706/APT/FIRE	223	23-Sep-2013	02-Oct-2013	113.00	113.00	0.00
Supplier Totals :					535.34	535.34	0.00
THUND06	THUNDER BAY DISTRICT HEALTH UNIT						
OCT/13	LEVY - OCT/13	218	01-Oct-2013	02-Oct-2013	3,994.00	3,994.00	0.00
Supplier Totals :					3,994.00	3,994.00	0.00
THYSS01	THYSSENKRUPP ELEVATOR (CANADA) LTD.						
50093	ELEVATOR MAINTENANCE	219	01-Oct-2013	02-Oct-2013	632.55	632.55	0.00
Supplier Totals :					632.55	632.55	0.00
WILSO01	WILSON'S						
85269	ENVELOPES - ADMIN	219	12-Sep-2013	02-Oct-2013	142.38	142.38	0.00
Supplier Totals :					142.38	142.38	0.00
WORKP02	WORKPLACE SAFETY & PREVENTION SERVICES						
OCT/13	FORUM NORTH REG - NOV/13 - DEYER	223	02-Oct-2013	02-Oct-2013	349.17	349.17	0.00
Supplier Totals :					349.17	349.17	0.00
WSIB01	WSIB						
SEPT/13	FIRE/ADMIN CR - SEPT/13	216	30-Sep-2013	30-Sep-2013	319.26	319.26	0.00
WSIB01 - 8524		204	05-Sep-2013	05-Sep-2013	1,738.57	1,738.57	0.00
WSIB01 - 8750		215	19-Sep-2013	19-Sep-2013	1,479.92	1,479.92	0.00
Supplier Totals :					3,537.75	3,537.75	0.00
XCGTR01	XCG TRAINING & OPERATIONS INC.						
1750	PONDS/LAGOONS - ESPANOLA - SEPT 11/13	223	24-Sep-2013	02-Oct-2013	355.95	355.95	0.00
Supplier Totals :					355.95	355.95	0.00
XEROX01	XEROX CANADA LTD.						
10407376	LEASE - 2013	219	20-Sep-2013	02-Oct-2013	634.17	634.17	0.00
45176205	COPIES	223	25-Sep-2013	02-Oct-2013	281.71	281.71	0.00
Supplier Totals :					915.88	915.88	0.00
Computer Paid Total :					157,042.90	157,042.90	0.00

Total Unpaid for Approval :	0.00
Total Discount :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	157,042.90
Total EFT Paid for Approval :	<u>0.00</u>
Grand Total ITEMS for Approval :	<u><u>157,042.90</u></u>



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SEP 24 2013

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

Sylvia Jones, MPP
Dufferin-Caledon

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September, 2013

Mayor John MacEachern
Township of Manitouwadge
1- Mississauga Road
Manitouwadge, On P0T 2C0

AGENDA	
Item No.	06-01
Meeting Date:	09 / 10 / 13
	D M Y

Dear Mayor MacEachern and Council:

I want to share with you the details of my latest Private Member's Bill, the *Aggregate Recycling Promotion Act*. I believe it will be an effective measure to encourage and increase aggregate recycling in Ontario. Bill 56, if adopted, would ensure that recycled aggregates can be included in construction projects paid for with public money. The *Aggregate Recycling Promotion Act* is about helping to address the need for aggregates, while at the same time preserving the finite supply of land from which aggregates are extracted.

Currently, across Ontario there are several public sector agencies like the Ministry of Transportation and some municipalities that are doing a great job incorporating recycled aggregates into their construction work, but we can do more. There are still too many cases where construction work paid for with public money is forced, through the procurement process, to use only 100% primary or *virgin* aggregates.

Research has proven that recycled aggregates are as safe and reliable as primary aggregates. I believe the *Aggregate Recycling Promotion Act* balances the need for aggregate extraction by encouraging the use of recycled aggregates.

I plan to debate Bill 56 in September and I would appreciate receiving any feedback you may have on the *Aggregate Recycling Promotion Act*. Enclosed please find an overview of the bill for your convenience. If you are interested in reviewing the actual bill, please visit www.sylviajonesmpp.ca or call 416-325-1898.

Sincerely,

Sylvia Jones, MPP
Dufferin-Caledon

Encl.



Bill 56 – Aggregate Recycling

SYLVIA JONES, MPP

Dufferin-Caledon

244 Broadway
Orangerville ON L9W 1K5
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12596 Regional Road 50
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Support Sylvia Jones' Private Members Bill Bill 56, The Aggregate Recycling Promotion Act

Currently across Ontario, there are dozens of public sector bodies like the Ministry of Transportation and select municipalities that are doing a great job incorporating recycled aggregate into their construction work, but we can do more.

"The Aggregate Recycling Promotion Act is about helping to address the need for aggregates, while at the same time preserving the finite supply of land from which we extract."

– Sylvia Jones MPP, speaking during the introduction of Bill 56 on Earth Day, 2013

The appropriate testing procedures and standards already exist to ensure that recycled aggregate is as safe and reliable as primary aggregate. MTO has been using them for years, and other publicly-funded institutions should be too. Unfortunately, there are still too many examples where construction work paid for with public money is awarded through a procurement process that forces contractors to use only primary (or "virgin") aggregate.

Recycled aggregate has proven to be as safe and reliable as primary aggregate. No one

should be prevented from competing for a contract solely because they propose to use recycled aggregate.

If an Ontario business wants to submit a bid to build or resurface a road, then they should be able to include recycled aggregate in their proposal. That is not something we should be stopping; that is something we should be promoting.

"I say to my fellow members: Let's get it done, let's show some leadership, let's promote aggregate recycling in Ontario."

– Sylvia Jones MPP, speaking during the introduction of Bill 56 on Earth Day, 2013

With over 3 million tonnes of recycled aggregate sitting in stock-piles across Ontario and more accumulating daily, now is the time to start promoting aggregate recycling. I chose Earth Day to introduce my PMB because at its heart, the Aggregate Recycling Promotion Act is about helping to address the need for aggregate, while at the same time preserving the finite supply of land from which we extract.

Sylvia Jones, MPP - Dufferin-Caledon www.sylviajonesmpp.ca

How YOU Can Help

- If you believe that aggregate recycling is important and something that should be promoted, I encourage you to support the *Aggregate Recycling Promotion Act*, 2013. Please write to your local MPP and ask them to support Bill 56. You can find contact information for your MPP by visiting the Ontario Legislative Assembly website at www.ontla.on.ca. Please be sure to copy MPP Sylvia Jones in your correspondence at sylvia.jonesqp@pc.ola.org.
- To get a copy of Bill 56, go online to www.sylviajonesmpp.ca or call 416-325-1898.
- Share this information with friends, family, and anyone interested in promoting aggregate recycling in Ontario.
- If you have feedback on this bill, please send it to sylvia.jonesqp@pc.ola.org.

Testimonial to Bill 56

"I am very pleased to see that Sylvia has again taken the lead with her Private Member's Bill, the Aggregate Recycling Promotion Act. This Bill will help preserve resources and reduce the need for prime agriculture land to be turned into a quarry. The desire to use recycled aggregate was expressed clearly in the review of the Aggregate Resources Act."

- Bill Hill, Mayor, Melancthon Township

"We commend Sylvia Jones for introducing the Aggregate Recycling Promotion Act. This bill recognizes the economic and environmental benefits of better managing this undervalued resource. It is our sincere hope that all parties will support and expedite approval of Bill 56 as soon as possible, and get it passed into law."

- Ed Persico, Chair, Aggregate Recycling Ontario

If you would like more information or have questions about Bill 56, please contact the office of Sylvia Jones, MPP for Dufferin-Caledon at:

Room 443, Legislative Building, Queens Park, Toronto, ON, M7A 1A8, (416) 325-1898 or
244 Broadway, Orangeville, ON, L9W 1K5, 1-800-265-1603 or
12596 Regional Road 50, Bolton, ON, L7E 1T6

Email: sylvia.jonesqp@pc.ola.org

Working For You!

Ministry of
Municipal Affairs
and Housing

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel. 416-585-7000
Fax 416-585-6470
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Ministère des
Affaires municipales
et du Logement

Bureau du ministre

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Tél. 416-585-7000
Télé. 416-585-6470
www.ontario.ca/MAH

AGENDA	
Item No. <u>010-02</u>	
Meeting Date: <u>09 / 10 / 13</u>	
	D M Y



RECEIVED

SEP 26 2013

13-61082

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

SEP 20 2013

Mr. Michael Mantha, MPP
Algoma-Manitoulin
310-255 Highway 108 North
Elliot Lake ON P5A 2T1

Dear Mr. Mantha: *Michael:*

Thank you for your letter of August 14, 2013 addressed to myself and my colleague, the Honourable Michael Gravelle, regarding Highway 625, also known as Caramat Road (Industrial Road) leading to Highway 11.

The Province recognizes municipalities, such as Manitouwadge, as a responsible level of government and provides them with the authority to enter into agreements for matters within their jurisdiction. The Township of Manitouwadge and the community of Hillspoint are encouraged to continue to work with the road users and explore maintenance options.

I encourage the community to continue to keep my staff and my colleagues in the ministries of Natural Resources, and Northern Development and Mines informed on the agreements as they are developed.

Once again, thank you for bringing this matter to my attention

Sincerely,

Linda Jeffrey
Minister

c: The Honourable Michael Gravelle
Minister of Northern Development & Mines

The Honourable David Oraziotti
Minister of Natural Resources

Mr. Bill May, Operations Supervisor, Ministry of Natural Resources

Mayor John MacEachern, Township of Manitouwadge

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2013-___

AGENDA	
Item No. _____	CP-01
Meeting Date: _____	09/10/13
	D M Y

Being a By-law to adopt The Corporation of the Township of Manitouwadge's Policy No. CORP2013-01, Code of Conduct for Council Members, Local Boards and Committees.

WHEREAS Section 9 of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended, provides that 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;

AND WHEREAS Section 19 of the *Municipal Act*, S.O. 2001, Chapter 25, as amended, authorizes municipalities to pass by-laws respecting Accountability and Transparency of the municipality and its operations and of its local boards and their operations;

AND WHEREAS Section 223.2 (1) of the *Municipal Act*, S.O. 2001, Chapter 25, as amended, authorizes municipalities to establish codes of conduct for members of council of the municipality and local boards of the municipality.

AND WHEREAS the Council of The Corporation of the Township of Manitouwadge deems it expedient to establish a Code of Conduct for Council Members, Locals Boards and Committees of the Corporation;

NOW THEREFORE the Council of The Corporation of the Township of Manitouwadge **enacts as follows that:**

1. **THAT** Policy No. CORP2013-01: Code of Conduct for Council Members, Locals Boards and Committees herein attached as Schedule "A" to this By-Law and forming an integral part of this By-Law, be adopted.
2. **THAT** the Mayor and Municipal Manager Clerk be and they are hereby authorized to sign this By-Law and to affix the corporate seal thereto.
3. **THAT** this By-Law is enacted upon the third and final reading hereof.

READ A 1ST AND 2ND TIME this day of , 2013 **and READ A THIRD TIME AND FINALLY ENACTED** this day of , 2013.

Mayor John MacEachern

Cecile Kerster, Municipal Manager Clerk

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 1 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

1. POLICY STATEMENT:

Improving the quality of public administration and governance can be accomplished by encouraging high standards of conduct on the part of government officials. The public is entitled to expect the highest standards of conduct from those individuals that it elects to local government. Adherence to these high standards will protect and maintain the Township of Manitouwadge’s reputation and integrity.

The purpose and intent of the Council Code of Conduct is to establish high standards of conduct for members of Council, local boards and those appointed by Council to committees, agencies, boards and commissions (the “Members”). This Council Code of Conduct supplements but does not replace the roles, responsibilities, actions and behaviours required by various statutes, by-laws and policies.

The key statements of principle that underline the Council Code of Conduct are:

- Members shall serve and be seen to serve their constituents in a conscientious and diligent manner;
- Members should be committed to performing their functions with integrity and to avoid the improper use of the influence of their office and conflicts of interest, both perceived and real;
- Members are expected to perform their duties in office and arrange their private affairs in a manner that promotes confidence and will bear close public scrutiny; and,
- Members shall seek to serve the public interest by upholding both the letter and the spirit of the laws and policies established by the Federal Parliament, Ontario Legislature, and by Municipal Council.

Approval: _____ <input type="checkbox"/> Municipal Manager Clerk <input type="checkbox"/> Treasurer/Deputy Clerk	Resolution Number: 2013- _____ Council Meeting of: _____ Date: _____ 2013 <input type="checkbox"/> Original Issue <input type="checkbox"/> Revised Issue
Supersedes Policy # _____ Dated: ___ / ___ / ___	

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 2 of 22
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2. STATUTORY PROVISIONS REGULATING CONDUCT:

This Code of Conduct operates along with and as a supplement to the existing statutes governing the conduct of Members. Six pieces of provincial legislation govern the conduct of Members, these being:

- a) *The Municipal Act;*
- b) *The Municipal Conflict of Interest Act;*
- c) *The Municipal Freedom of Information and Protection of Privacy Act;*
- d) *The Municipal Elections Act;*
- e) *The Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace); and,*
- f) *The Human Rights Code.*

The *Criminal Code* of Canada also governs the conduct of Members and the Township of Manitouwadge Procedural By-law addresses the conduct of Council during a Council meeting.

3. APPLICATION:

This Code of Conduct and the references within it, shall apply to all members of Manitouwadge Township Council and subject to any necessary modifications, to Council appointments to local boards as defined in section 1(1) of the *Municipal Act, 2001* and; to all other appointments to municipal committees, agencies, boards and commissions.

4. ADMINISTRATION:

This Code of Conduct will be administered by the Integrity Commissioner. The Integrity Commissioner will be appointed by the council pursuant to Part V.1 of the *Municipal Act*.

5. DEFINITIONS:

For the purpose of this Code of Conduct:

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 3 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

“child”, “parent” and “spouse” have the same meanings as in the *Municipal Conflict of Interest Act*;

“child” means a child born within or outside a marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family;

“parent” means a person who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child; and,

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside marriage.

6. RESPECT FOR DECISION MAKING

Decisions of Members must be communicated accurately and in a manner that encourages respect for the decision and the decision-making process.

Every member of Council is expected to respect the decision-making processes of the municipality. While members may hold different views on any given matter, once Council has made its decision, all members must uphold the decision.

7. GIFTS AND BENEFITS

Members shall *not* accept a fee, advance, gift or personal benefit that is connected directly or indirectly, with the performance of *his or her* duties of office unless permitted by the exceptions listed below.

In this Code of Conduct:

“gift” means any cash or monetary equivalent, object of value, service, travel, accommodation or entertainment.

“personal benefit” means some advantage other than financial such as seeking an appointment, promotion or transfer within the Township on behalf of a family member and includes activities that are outside of official duties.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 4 of 22
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For these purposes, a fee or advance, gift or personal benefit provided with the *person's* knowledge to his or her spouse, child, parent or to a staff member that is Connected, directly or indirectly, to the performance of his or her duties, is deemed to be a gift to that person.

The following are recognized as exceptions:

- a) Compensation or benefit authorized by Council;
- b) Such gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
- c) A political contribution otherwise reported by law;
- d) Services provided without compensation by persons volunteering their time;
- e) A suitable memento of a function honouring the member;
- f) Food, lodging, transportation and entertainment provided by provincial, regional and local governments or political subdivisions of them, by the federal government or by a foreign government within a foreign country;
- g) Food and beverages consumed at banquets, receptions or similar events, if:
 - i) Attendance serves a legitimate business purpose;
 - ii) The person extending the invitation or a representation of the organization is in attendance; and,
 - iii) The value is reasonable and the invitations infrequent.

In the case of categories (b) (e) (f) and (g), if the value of the gift or benefit exceeds Two Hundred (\$200.00) Dollars, or; if the total value received from any one source during the course of a calendar year exceeds Two Hundred (\$200.00) Dollars, the recipient of the gift or benefit shall, within thirty (30) days of receipt of the gift or reaching the annual limit, file a disclosure statement in the form attached to this Code of Conduct as Appendix "A". This disclosure statement must be filed with the Integrity Commissioner.

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The disclosure statement must indicate:

- a) The nature of the gift or benefit;
- b) Its source and date of receipt;
- c) The circumstances under which it was given or received;
- d) Its estimated value;
- e) What the recipient intends to do with any gift; and,
- f) Whether any gift will at any point, be left with the Township.

A disclosure statement must be filed even if the gift or benefit is immediately returned. Any disclosure statement will be a matter of public record. On receiving a disclosure statement, the Integrity Commissioner shall examine it to ascertain whether the receipt of the gift or benefit might, in the Integrity Commissioner's opinion, create a conflict between a private interest and the public duty of the person *submitting the disclosure statement*. In the event that the Integrity Commissioner makes the preliminary determination that the receipt of the gift may create a conflict, he or she shall call upon the person to justify the receipt of the gift or benefit. Should the Integrity Commissioner determine that the receipt was inappropriate, he or she may direct the person to return the gift, reimburse the donor for the value of a gift or benefit already consumed, request or forfeit the gift or remit the value of any gift or benefit already consumed, to the Township.

8. CONFIDENTIAL INFORMATION

"Confidential information" includes information in the possession of the Township that the Township is either prohibited from disclosing or is required to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), or other legislation. Generally, MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is subject to solicitor-client privilege and information that is personal information.

Confidential information includes "Personal information" defined in MFIPPA as recorded information about an identifiable individual, including:

- a) Information relating to the race, national or ethnic origin, color, religion, age, sex, sexual orientation or marital, or family status of the individual;

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- b) Information relating to the education or the medical, psychiatric, psychological, criminal or employment history of the individual or information relating to financial transactions in which the individual has been involved;
- c) Any identifying number, symbol or other particular assigned to the individual;
- d) The address, telephone number, fingerprints or blood type of the individual;
- e) The personal opinions or views of the individual except if they relate to another individual;
- f) Correspondence sent to an institution by the individual that is implicitly or explicitly of a private or confidential nature, and replies to that correspondence that would reveal the contents of the original correspondence;
- g) The views or opinions of another individual about the individual; and,
- h) The individual's name if it appears with other personal information relating to the individual or where the disclosure of the name would reveal other personal information about the individual.

Confidential information also means any information that is of a personal nature *relating to* Township employees or clients, or information that is not available to the public. Confidential information includes information that if disclosed, could result in loss or damage to the Corporation or could give the person to whom it is disclosed an advantage. Confidential information includes but is not limited to the following information:

- a) Disclosed or discussed at a Closed Session meeting of Council;
- b) That is circulated to Members of Council and marked "Confidential"; and,
- c) That is given verbally in confidence in preparation of or following a meeting that is closed to the public and includes but is not limited to the following types of information:
 - i) Personal matters about an identifiable individual(s);
 - ii) Information about suppliers provided for evaluation which might be useful to other suppliers;

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- iii) Matters relating to legal affairs of the Township; sources of complaints where the identity of the complainant is given in confidence; items under negotiations; and,
- iv) Matters identified as solicitor-client privileged.
- d) Items under litigation, negotiation, or personnel matters;
- e) Information that infringes on the rights of others (e.g., sources of complaints);
- f) Price schedules in contract tender or Request For Proposal submissions if so specified;
- g) Information deemed to be “personal information” under the *Municipal Conflict of Interest Act*; and,
- h) Statistical data required by law not to be released (e.g. certain census or assessment data).

Confidential information includes personnel matters, labour relations, litigation, property acquisitions or dispositions, the security of the property of the Township or local board or committee.

Confidential information acquired by virtue of an office shall not be disclosed or divulged, directly or indirectly, in writing or otherwise, or released by any means to any member of the public except when required by law or authorized by Council resolution (or local board or committee resolution, if they are authorized to do so).

Information that is subject to solicitor-client privilege *is* Confidential information and shall not be disclosed, unless required by law or expressly authorized by Council resolution (if so empowered or local board or committee resolution if they are authorized to do so), unless required by law.

Confidential information shall not be used for personal or private gain, or for the gain of relatives or any person, or corporation, or cause detriment to the Township, Council, local board, or others. For example, no one to whom this Code of Conduct applies should directly or indirectly benefit, or aid others to benefit, from knowledge respecting bidding on the sale of Township property or assets.

A matter that has been discussed at an in-camera meeting remains confidential until it is discussed in a public meeting. Members have a duty to hold information received at closed meetings in strict confidence for as long and as broadly as the confidence applies.

Members shall not either directly or indirectly, release, make public or in any way divulge the content of any such matter, or the substance of deliberations of the in-camera meeting, including memorandums and staff reports that are distributed for consideration during the in-camera meeting, to

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

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anyone unless specifically authorized by Township Council resolution or required by law.

Members shall not access or attempt to gain access to Confidential information in the custody of the Township unless it is necessary for the performance of their duties. Information is necessary to the performance of a duty if it is relevant to matters before Council, a local board or committee. Otherwise, members enjoy the same level of access rights to information as any other member of the community and must follow the same processes as any private citizen. As one example, no member should have access to documents or receive any information related to a particular procurement process while the process is ongoing.

9. USE OF TOWNSHIP PROPERTY, SERVICES AND OTHER RESOURCES

For purposes of this Code of Conduct:

“Township Property” means items, services or resources which are the property of the Township including but not limited to: buildings, real estate, staff materials, equipment, vehicles, facilities, technology, Township-developed computer programs of technological innovations, the Township’s web-site, databases, intellectual property, Township- owned images, logos and supplies.

No member of Council shall use or permit the use of Township Property for activities other than the business of the Township. Nor should any member obtain personal benefit or financial gain from the use or sale of Township Property, including Township-developed intellectual property (for example; inventions, creative writings, computer programs and drawings), technical innovations, Township owned images, logos, or other items capable of being patented, since all such property remains exclusively that of the Township.

10. ELECTION CAMPAIGN WORK

The provisions of the *Municipal Elections Act*, 1996, as amended, must be followed. Township Property shall not be used in any election campaign or campaign-related activities. Campaign-related activities shall not be undertaken on Township Property. Employees of the Township shall not be asked or required to perform campaign-related services/activities during working hours, nor will such employees be provided with any compensation from the Township for providing such services.

12. MUNICIPAL CONFLICT OF INTEREST ACT

The *Municipal Conflict of Interest Act*, as amended from time to time, must be complied with.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

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13. IMPROPER USE OF INFLUENCE

Members shall not use the influence of her or his office for any purpose other than for the exercise of her or his official duties.

Examples of prohibited conduct are the use of one's status as a Member to improperly influence the decision of another person to the private advantage of oneself, or one's parents, children or spouse, staff members, friends or associates, (business or otherwise). This would include attempts to secure preferential treatment beyond activities in which members normally engage on behalf of their constituents as part of their official duties. Also prohibited is the holding out of the prospect or promise of future advantage through a member's supposed influence within Council in return for present actions or inaction.

For the purposes of this provision "private advantage" does not include a matter:

- a) That is of general application;
- b) That affects a member of Council, his or her parents, children or spouse, staff members, friends or associates, (business or otherwise), as one of a broad class of persons; or,
- c) That concerns the remuneration or benefits of a member of Council as authorized by Council.

13. BUSINESS RELATIONS

Members shall not act as a paid agent before Council, its committees, or an agency, board or commission of the Township except in compliance with the terms of the *Municipal Conflict of Interest Act*, as amended from time to time.

Members shall not refer a third party to a person, partnership or corporation in exchange for payment or other personal benefit.

14. EXPENSES

Members shall comply with the provisions of the Expenses to Members of Council By-law, as amended from time to time.

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15. CONDUCT RESPECTING CURRENT AND PROSPECTIVE EMPLOYMENT

Members shall not allow the prospect of his or her future employment by a person or entity to detrimentally affect the performance of his or her duties to the Township.

16. CONDUCT AT COUNCIL MEETINGS

Members of Council shall conduct themselves with decorum at Council, Board and Committee meetings in accordance with the provisions of the Township of Manitouwadge Procedural By-law, as amended from time to time.

17. CONDUCT RESPECTING STAFF

Mutual respect and cooperation are required to achieve the Council's corporate goals and implement the Council's strategic priorities through the work of Township staff.

Employees of the Township serve Council and work for the Township under the direction of the Municipal Manager Clerk. Council directs staff through its decisions as recorded in the minutes and resolutions of Council. Members do not have the authority to direct members of staff to carry out particular functions.

Members should make inquiries of staff through the Municipal Manager Clerk or the appropriate senior staff, as directed by the Municipal Manager Clerk.

Only Council as a whole and no single member of Council, including the Mayor, has the authority to direct staff, approve budget, policy, committee processes and other such matters, unless specifically authorized by Council.

Members shall be respectful of the role of staff to advise based on political neutrality and objectivity and, without undue influence from any individual member or faction of the Council, a local board or committee. Accordingly, no one shall maliciously or falsely injure the professional or ethical reputation of staff. Respect must be shown for the professional capacities of the staff of the Township.

Township employees have a duty and obligation to act impartially, and in accordance with prescribed regulations or standards of conduct. Similarly, Employees with professional qualifications have an additional duty and obligation to act in accordance with standards of conduct prescribed for their profession. Members shall refrain from engaging in any conduct which might deter, interfere or unduly influence Township Employees in the performance of such duties and obligations.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

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Certain Township Employees are employed within the administration of justice. Members shall refrain from making requests or statements or taking actions which may be construed as an attempt to influence the independent administration of justice.

Members shall not compel Township staff to engage in partisan political activities or subject Township staff to threats or discrimination for refusing to engage in such activities. Nor shall any member attempt to use their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any Township staff member with the intent of interfering with that person's duties, including the duty to disclose improper activity.

18. DISCREDITABLE CONDUCT (INTERPERSONAL BEHAVIOURS)

Members have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation. All members of Council, local boards and committees shall ensure that the work environment is free from discrimination and of personal and sexual harassment.

All Members are expected to abide by the provisions of the Human Rights Code, as amended, and by the workplace violence and harassment provisions of the Occupational Health and Safety Act, as amended Township's Workplace Violence/Harassment Prevention Policy. In doing so, they shall treat every person, including other members of Council, local boards and committees, Township employees, individuals providing services on a contract for service, students employed by Township and the public with dignity, understanding and respect.

19. FAILURE TO ADHERE TO COUNCIL POLICIES AND PROCEDURES

A number of the provisions of this Code of Conduct incorporate policies and procedures adopted by Council. More generally, members of Council are required to observe the terms of all policies and procedures established by Township Council.

20. REPRISALS AND OBSTRUCTION

Members of Council, Local Boards and Committees shall respect the integrity of the Code of Conduct. Any reprisal or threat of reprisal against a complainant or anyone for providing relevant information to the Integrity Commissioner is therefore prohibited. It is also a violation of the Code of Conduct to obstruct the Integrity Commissioner in the carrying out of his or her responsibilities, as, for example, providing inaccurate or misleading information to the Integrity Commissioner, refusing to answer inquiries or by the destruction of (records) documents or the erasing of electronic communications.

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

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21. ACTING ON ADVISE OF THE INTEGRITY COMMISSIONER

Any written advice given by the Integrity Commissioner binds the Integrity Commissioner in any subsequent consideration of the same matter as long as all the relevant facts known were disclosed to the Integrity Commissioner and the information or facts have not changed in the interim.

22. COMPLIANCE WITH THE CODE OF CONDUCT

Council shall appoint an Integrity Commissioner to investigate alleged breaches of this Code of Conduct.

Any individual, including members of the public, Township employees, and members of Council, who has reasonable grounds to believe that the Code of Conduct has been breached, may proceed with a complaint.

Complaints must be submitted as quickly as possible after the concern becomes known to the complainant. In the normal course, no action will be taken on a complaint received six months after the facts giving rise to the complaint became known by the Complainant.

In addition to any other consequence imposed by law, Members who are found by the Integrity Commissioner to have breached this Code of Conduct may be subject to discipline including:

- reprimand
- suspension of the remuneration paid for his or her services for up to ninety (90) days.

The Integrity Commissioner may also recommend that Council or a local board take the following actions:

- remove a person from membership on a committee or local board;
- remove a person as chair of a Committee or Local Board;
- require the person to repay or reimburse monies received;
- return property or reimbursement of its value; or,
- require an apology to Council or the complainant or both.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

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23. PROCEDURE - COMPLAINTS

A complaint should be made in writing, in the form attached to this Code of Conduct as Appendix "B". The completed Complaint Form should be submitted to the Municipal Manager Clerk. The Municipal Manager Clerk will then forward the Complaint Form to the Integrity Commissioner.

24. RESPONSE OF INTEGRITY COMMISSIONER TO A COMPLAINT

If the complaint received by the Integrity Commissioner would best be dealt with in another forum because the complaint raises the possibility that there has been a contravention of another Act or of the Criminal Code, the Integrity Commissioner shall advise the appropriate authorities, the complainant and the individual or individuals named in the Complaint Form. The Integrity Commissioner will suspend any investigation into the matter and advise Council of this fact, in writing.

If the Integrity Commissioner is of the opinion that the complaint is frivolous, vexatious or not made in good faith, or that there are insufficient grounds for an investigation, the Integrity Commissioner will not conduct an investigation and shall communicate this position in writing to the complainant and the individuals identified in the Complaint Form.

It is always open to the Integrity Commissioner to attempt to resolve a complaint in an informal manner.

Upon completion of an investigation, the Integrity Commissioner shall report to the complainant and the individual against whom the complaint is made regarding the results of his or her review. In the normal course, the report must be made within ninety (90) days of receiving a complete Complaint Form. If the investigation process is going to take more than ninety (90) days, the Integrity Commissioner shall provide an interim report to the complainant and member indicating when the process is likely to be complete, the fact of a complaint and the resolution of the complaint (be it by withdrawal, mutual agreement or investigation) and the Integrity Commissioner shall report his/her findings to Council, in writing, including a recommendation as to the imposition of a penalty.

25. DUTY OF COUNCIL

Council shall consider the report of the Integrity Commissioner within thirty (30) days of it being received by the Municipal Manager Clerk and shall take the action it considers appropriate with regard to the recommendation(s) of the Integrity Commissioner.

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

SECTION: HUMAN REOURCES - CORPORATE	Page 14 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

In circumstances where the alleged breach of trust or other misconduct is serious in nature, Council may pass a resolution, pursuant to the *Municipal Act, 2001*, as amended, requesting a judicial investigation into the Member's conduct.

26. NO COMPLAINTS OR REPORTS PRIOR TO ELECTION

No complaint regarding a Member who is a candidate in an election may be referred to the Integrity Commissioner or forwarded by the Municipal Manager Clerk for review and/or investigation between Nomination Day and the date of the inaugural meeting of Council in any year in which a regular municipal election will be held. The Municipal Manager Clerk shall forward any complaint received after Nomination Day to the Integrity Commissioner on December 1 in a regular election year and advise the complainant of this process.

The Integrity Commissioner shall not make any report to Council or any other person after Nomination Day in any year in which a regular municipal election is to be held. Reports, if any, would be submitted on December 1.

Any reports would proceed to the first Council meeting held after the inaugural meeting of the new Council.

27. CONFIDENTIALITY OF COMPLAINT DOCUMENTS

The Integrity Commissioner and every person acting under his/her instructions shall preserve the confidentiality of all documents, material or other information, whether belonging to the Township or not, that come into their possession or to their knowledge during the course of their duties as required by section 223.5 of the *Municipal Act*, amended.

Pursuant to section 223.5(3) of the *Municipal Act*, as amended, this section prevails over the *Municipal Freedom of Information and Protection of Privacy Act*.

If the Integrity Commissioner reports to the Council on an investigation into an alleged breach of the Code, the report shall only disclose such information that in the Integrity Commissioner's opinion is required for the purposes of the report.

If the Integrity Commissioner issues an annual or other periodic report to Council on his or her activities, the Integrity Commissioner shall summarize the advice he or she has given but shall not disclose confidential information that could identify a person concerned.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 15 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

28. OTHER DUTIES OF THE INTEGRITY COMMISSIONER

In addition to conducting investigations regarding alleged breaches of the Code, the Integrity Commissioner shall have the following responsibilities:

- a) Provide information to Council as to their obligations under the Code;
- b) Provide advice to individual members regarding specific situations as they relate to the application of the Code;
- c) Provide advice to Council on other policies and procedures that relate to the ethical behavior of members;
- d) Provide general advice on conflict of interest issues noting that this advice may not be used in defense of allegations related to conflict of interest;
- e) Provide information to the public regarding the Code and the obligations of Members; and,
- f) Provide an annual report to Council on the activities of the Integrity Commissioner.

29. REQUESTS FOR ADVICE

Where a *Member* is seeking to obtain advice from the Integrity Commissioner, the Member shall submit to the Integrity Commissioner a completed Request for Advice Form (see Appendix "C"), which shall be forwarded to the Integrity Commissioner for response.

The Integrity Commissioner shall provide his or her advice in writing to the Member.

Any written advice given by the Integrity Commissioner to a *Member*, as it relates to the Code, binds the Integrity Commissioner in any subsequent consideration of the Member's conduct in the same matter provided the relevant facts known to the Member were disclosed to the Integrity Commissioner.

Any written requests for advice and responses to such requests are covered under the *Municipal Freedom of Information and Protection of Privacy Act*.

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

SECTION: HUMAN REOURCES - CORPORATE	Page 16 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

30. ANNUAL REPORT TO COUNCIL

In completing its annual report to Council, the Integrity Commissioner shall include information on the nature and volume of activity for the past year and provide examples, anonymized in respect of advice provided and the nature of complaints received and responded to.

The annual report of the Integrity Commissioner shall be provided to Council for information purposes. The report is a public document.

The Integrity Commissioner shall file his or her annual report no later than six (6) months after his or her initial appointment and by March 31 annually thereafter.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 17 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

RELATED POLICIES:

- Procedural By-law
- Payment of Remuneration of Council By-law
- Expenses to Members of Council and of the Officers and Employees of the municipality By-law
- Purchasing By-law
- Delegation of Authority Policy
- Code of Conduct for Employees
- Workplace Violence/Harassment Prevention Policy

RELATED LEGISLATION:

- Municipal Act, 2001, S.O. 2001, c. 25;
- Municipal Conflict of Interest Act, R.S.O 1990, c.M. 50;
- Municipal Elections Act, 1996, S.O. 1996, c. 32;
- Municipal Freedom of Information and Protection of Privacy Act, R.S.). 1990, c.M. 56;
- Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009;
- The Human Rights Code; and,
- The Criminal Code of Canada.

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

SECTION: HUMAN REOURCES - CORPORATE	Page 18 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

This Code will be included as part of the orientation workshop for each new Councillor and each new Council.

Each Councillor is expected to formally and informally review his or his adherence to the provisions of this Code on a regular basis or when so requested by Council.

Review and Revision of the Code:

Council will review the code annually to ensure it continues to be appropriate and relevant for the municipality.

Council may, at its discretion and by resolution, amend the code.

Date

Member of Council

Signature of Member of Council

Municipal Manager Clerk

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 19 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

Appendix "A" to the Council Code of Conduct Policy

Disclosure Statement

Section 7 of the Council Code of Conduct regarding the acceptance of gifts and benefits, requires members to disclose the receipt of certain gifts and benefits if the dollar value of a single gift or benefit exceeds Two Hundred (\$200.00) Dollars or if the total value of gifts and benefits received from one source in a calendar year exceeds Two Hundred (\$200.00) Dollars. This Disclosure Statement is to be used to report on such gifts and benefits and shall be filed with the Integrity Commissioner (per Section 7) within thirty (30) days of receipt of such gift or benefit, or upon reaching the annual limit.

Disclosure Statements are a matter of public record.

Nature of Gift or Benefit Received:

Source of Gift or Benefit:

Circumstances Under Which Gift or Benefit Received:

Intended Use of the Gift or Benefit (i.e. will it be donated/provided to the Township):

Estimated Value of Gift or Benefit: \$ _____

Date Gift or Benefit Received: _____

Signature of Member

Date

Date Statement Received by Municipal Manager
Clerk

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 20 of 22
POLICY: CODE OF CONDUCT FOR COUNCIL MEMBERS, LOCAL BOARDS and COMMITTEES	POLICY #: CORP2013-01

Appendix "B" to the Council Code of Conduct Policy

Formal Complaint Form / Affidavit

I, _____ (full name) of the _____ (municipality) in the Province of Ontario do solemnly swear/(affirm and declare) that the following contents of this affidavit as subscribed are true and correct:

Permanent place of residence:

Mailing address (if different from above):

I have personal knowledge of the facts as set out in this Affidavit because

_____ (insert reasons e.g. I work for... I attended a meeting at which... etc.) I have reasonable and probable grounds to believe that _____ (specify name of member) has contravened section(s) _____ of the Council Code of Conduct of the Township of Manitouwadge. The particulars of which are as follows:

(Set out the statements of fact in consecutively numbered paragraphs in the space below, with each paragraph being confined as far as possible to a particular statement of fact. If you require more space please use the attached Schedule A form and check the appropriate box below. If you wish to include exhibits to support this complaint, please refer to the exhibits as Exhibit A, B etc. and attach them to this affidavit.)

Please see the attached Schedule A

This affidavit is made for the purpose of requesting that this matter be reviewed by the Township of Manitouwadge appointed Integrity Commissioner and for no other purpose.

Identification # (of Identification provided) _____

Sworn (or Affirmed) before me at the Township of Manitouwadge, in the District of Thunder Bay, in the Province of Ontario on the _____ day of _____,

A Commissioner, etc.

Signature (to be witnessed by Commissioner)

Note: This is a sworn (affirmed) affidavit of the deponent only. No investigation has been conducted by this authority to confirm or verify the above sworn information. **THE CRIMINAL CODE OF CANADA** provides that: everyone commits perjury who, with intent to mislead, makes before a person who is authorized by law to permit it to be made before him a false statement under oath or solemn affirmation by affidavit, solemn declaration or deposition or orally, knowing that the statement is false, is guilty of an indictable offence and liable to a term of imprisonment not exceeding fourteen years (Section 131, 132), or by summary conviction (Section 134). Signing a false affidavit may expose you to prosecution under Sections 131 and 132 or 134 of the Criminal Code, R.S.C. 1985, c. C-46 and also to civil liability for defamation.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

BY-LAW NO. 2013-__

AGENDA			
Item No.	CR-02		
Meeting Date:	9	16/13	
	D	M	Y

Being a By-law to adopt The Corporation of the Township of Manitowadge's Policy No. CORP2013-02, Code of Conduct for Employees.

WHEREAS Section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended, provides that 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;

AND WHEREAS Section 19 of the *Municipal Act, S.O. 2001, Chapter 25*, as amended, authorizes municipalities to pass by-laws respecting Accountability and Transparency of the municipality and its operations and of its local boards and their operations;

AND WHEREAS the Council of The Corporation of the Township of Manitowadge deems it expedient to establish a Code of Conduct for Employees of the Corporation;

NOW THEREFORE the Council of The Corporation of the Township of Manitowadge enacts as follows that:

1. THAT Policy No. CORP2013-02: Code of Conduct for Employees herein attached as Schedule "A" to this By-Law and forming an integral part of this By-Law, be adopted.
2. THAT the Mayor and Municipal Manager Clerk be and they are hereby authorized to sign this By-Law and to affix the corporate seal thereto.
3. THAT this By-Law is enacted upon the third and final reading hereof.

READ A 1ST AND 2ND TIME this day of , 2013 and READ A THIRD TIME AND FINALLY ENACTED this day of , 2013.

Mayor John MacEachern

Cecile Kerster, Municipal Manager Clerk



**THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE**

STATEMENT OF PRINCIPLES

CODE OF CONDUCT

EMPLOYEES

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THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 1 of 7
POLICY: STATEMENT OF PRINCIPLES RE: CODE OF CONDUCT EMPLOYEES	POLICY #: HR/CORP2013-02

1. PREAMBLE

The Corporation of the Township of Manitowadge (Corporation” or “Township”) is committed to promoting and maintaining "high ideals and traditions in the public service.

To help achieve these objectives, the Corporation has adopted this *Statement of Principles Regarding the Conduct of Public Employees*, which includes a Code of Conduct.

2. PURPOSE

The purpose of this Statement of Principles is to promote high standards of ethical conduct amongst employees of the Corporation by:

- establishing clear and reasonable standards of conduct;
- helping to ensure that such standards are applied uniformly and consistently;
- providing effective guidance to employees in terms of what constitutes appropriate conduct, and what constitutes inappropriate conduct, in a wide variety of situations.
- articulating and formally embracing the basic personal and corporate values of:
 - **Honesty** • **Integrity** • **Accountability** • **Trustworthiness**
 - **Respect** • **Fairness** • **Professionalism** • **Responsibility**
 - **Teamwork** • **Knowledge** • **Impartiality** • **Customer Service**

The Corporation expects each employee to read this document, to understand it, and to abide by it. Employees must strictly adhere to the letter and spirit of this Statement of Principles. Failure to comply with the principles, standards and rules contained herein may result in disciplinary action, including warning, suspension, and/or termination of employment, or other such action as may be appropriate under the circumstances.

Approval: _____ <input type="checkbox"/> Municipal Manager Clerk <input type="checkbox"/> Treasurer/Deputy Clerk	Resolution Number: 2013- _____ Council Meeting of: _____ Date: _____ 2013 <input type="checkbox"/> Original Issue <input type="checkbox"/> Revised Issue
Supersedes Policy # _____ Dated: ___ / ___ / ___	

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 2 of 7
POLICY: STATEMENT OF PRINCIPLES RE: CODE OF CONDUCT EMPLOYEES	POLICY #: HR/CORP2013-02

Nothing in this document supersedes any provision of the applicable collective agreement between the Corporation and its bargaining unit.

3. THE PRINCIPLES OF CONDUCT

a) The Corporation's Management Philosophy

The Corporation is committed to providing effective and professional management throughout the organization. The Corporation expects and requires managers and supervisors at all levels to:

- Protect the health and safety of employees by promoting the goals, principles and requirements of the Corporation's Health and Safety Program.
- Recognize that our employees are our most important and valuable asset; treat all employees fairly, equitably and with dignity and respect, cultivate a work environment that is conducive to effective and productive work, employee growth and fulfillment, and the attainment of public confidence in employees' work.
- Embrace and be an advocate for the Corporation's Vision, Mission and Values.
- Adopt and promote a proactive rather than a reactive attitude and seek improvements in operations, processes, practices, procedures, methods and techniques.
- Promote teamwork, co-operation and a collaborative approach to decision-making.
- Support and ensure that employees adhere to the Corporation's policies, procedures and guidelines.

b) Accountability

Public employees are accountable for carrying out their assigned duties within the framework of the law, direction from their managers and the limits of the authority and resources at their disposal.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 3 of 7
POLICY: STATEMENT OF PRINCIPLES RE: CODE OF CONDUCT EMPLOYEES	POLICY #: HR/CORP2013-02

Public employees are accountable on a day-to-day basis to their managers for their own actions. Public employees also have a responsibility to report any violation of the law to the appropriate authorities. Public employees also have a duty to inform their immediate supervisor (who, in turn, will inform his/her manager) about controversial and/or publicly sensitive issues.

c) Service to the Public

Public employees should provide service to the public in a manner which is courteous, equitable, efficient and effective.

To promote excellence in public service, public employees have a responsibility to maintain and improve their own competence and to assist in enhancing the competence of their colleagues. The Corporation recognizes its role in assisting employees with this through training.

d) Confidentiality, Disclosure and Public Information

Records and information held by the Corporation shall be dealt with in accordance with the provisions of the Municipal Freedom of Information and Protections of Privacy Act. Public employees shall not disclose to any member of the public, either orally or in writing, any secret or confidential information acquired by virtue of their official position. An employee shall not speak to the media on a matter involving litigation when such comment is likely to prejudice the Corporation's position in the matter.

If any uncertainty exists as to whether or not a record or information is confidential, or as to whether or not a record or information may be released or disclosed, an employee should seek guidance from the department head. If the department head, in turn, is uncertain as to whether or not the record or information should be release, he/she should seek guidance from the Municipal Manager Clerk.

e) Insider Information

Public employees shall not seek or obtain personal or private gain from the use of information acquired during the course of their official duties, which is not generally available to the public.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE

Page 4 of 7

**POLICY: STATEMENT OF PRINCIPLES RE:
CODE OF CONDUCT EMPLOYEES**

**POLICY #:
HR/CORP2013-02**

f) Conflict of Interest

Public employees shall not engage in any activity that creates a conflict of interest.

A conflict of interest is any situation in which an employee or a member of his/her family has a business dealing, pecuniary interest, interest in a property matter, or any other direct or indirect interest, which results or appears to result in:

- i) an interference with the objective and impartial exercise of his/her duties and responsibilities for the Corporation; or**
- ii) a gain or an advantage by virtue of his/her position with the Corporation.**

Public employees shall not engage in any business or transaction, or have any financial or other personal interest that is, or may appear to be incompatible with the performance of their official duties. Employees shall not sell goods, materials or services to the Corporation except from outside his/her working hours, provided the opportunity to sell the goods, materials or service is available on an equal basis to any other person.

Public employees shall not, in the performance of their official duties, seek personal or private gain by granting preferential treatment to any persons. Public employees shall not solicit nor unless duly authorized accept transfers of economic value from persons with whom they have contact in their official capacity.

Public employees shall disclose any "conflict of interest".

g) Gifts and Benefits

Public employees shall not, under any condition, solicit or accept a gift, present or favor, if it would place the employee under an obligation to the donor. For this reason, the acceptance of gifts and benefits in the course of one's official duties is discouraged.

It is recognized that nominal gifts and moderate hospitality are common elements of working relationships and that public employees may have occasion to receive such from time to time. Acceptance of incidental gifts hospitality or other benefits arising out of activities associated with the performance of official duties and responsibilities is not prohibited if such gifts, hospitality or other benefits:

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 5 of 7
POLICY: STATEMENT OF PRINCIPLES RE: CODE OF CONDUCT EMPLOYEES	POLICY #: HR/CORP2013-02

- i) are within the bounds of propriety, a normal expression of courtesy and within the normal standards of hospitality;
- ii) are not such as to bring suspicion on the employee's objectivity and impartiality; and,
- iii) would not compromise the integrity of the municipal service.

h) Avoidance of Preferential Treatment

Public employees shall not accord preferential treatment in relation to any official matter to family members or friends, or to organizations in which the employee, family members or friends have an interest. Care must be taken to avoid being placed, or appearing to be placed, under obligation to any person or organization that might benefit from special consideration by the employee.

i) Use of Municipal Property and Resources

Public employees must not use property, equipment, supplies or services of the Township which are not available to the general public, for purposes not associated with the discharge of their official duties.

4. COMPLIANCE

Compliance with this Statement of Principles constitutes a condition of employment for all employees, and any breach of it may result in disciplinary action, including warning, suspension, and/or termination of employment, or other such action as may be appropriate under the circumstances.

When an employee has breached any of the principles, standards or rules contained in the Statement of Principles, the immediate supervisor/department head shall determine jointly if disciplinary action is warranted and, if so, what disciplinary action is appropriate. No employee shall be dismissed except by the authority of the Municipal Manager Clerk.

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE POLICY

SECTION: HUMAN REOURCES - CORPORATE	Page 6 of 7
POLICY: STATEMENT OF PRINCIPLES RE: CODE OF CONDUCT EMPLOYEES	POLICY #: HR/CORP2013-02

Every new employee shall read this Statement of Principles upon commencing employment with the Corporation. The Corporation will require the employee to confirm in writing that he/she has been given a copy of, and has read and accepted, the Statement of Principles (see Appendix "A" attached).

Department heads are responsible for ensuring that employees are aware of this Statement of Principles, as well as the principles, standards and rules contained herein.

**THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE
POLICY**

SECTION: HUMAN REOURCES - CORPORATE	Page 7 of 7
POLICY: STATEMENT OF PRINCIPLES RE: CODE OF CONDUCT EMPLOYEES	POLICY #: HR/CORP2013-02

APPENDIX "A"

THE CORPORATION OF THE TOWNSHIP OF MANITOUWADGE

ACKNOWLEDGEMENT FORM

I, _____, acknowledge that I have received a copy of the Corporation's Statement of Principles Regarding the conduct of Public Employees. I have read and understand the provisions of the Statement of Principles. I acknowledge that I must comply with its provisions and any revision that is made to the Statement of Principles.

_____ Dated: _____
(Signature)

(Printed Name)

AGENDA		
Item No.:	09-01	
Meeting Date:	09 / 10 / 13	
	D	M Y

Thunder Bay District Municipal League

November 1 & 2, 2013

TENTATIVE AGENDA

Prince Arthur Waterfront Hotel & Suites, Thunder Bay

Friday, November 1, 2013

- | | | |
|------------|---|------------------------------------|
| 8 a.m. | Registration | |
| 8:30 a.m. | Buffet Breakfast | |
| 9 a.m. | Call to Order and Opening Remarks | Larry Hebert,
President |
| | Official Welcome to the City | Mayor Keith
Hobbs |
| | Appointment of the Sergeant at Arms | |
| 9:15 a.m. | MTO Safe Winter Driving and Maintenance
Activities | MTO Regional
Director |
| 10 a.m. | League Business | |
| 10:15 a.m. | Refreshment Break | |
| 10:30 a.m. | MNR Renewable Energy on Crown Land | Peter Carter |
| 11:15 a.m. | Total Cost Recovery Program Relating to Fresh
Water. | Phil Vinet |
| Noon | Buffet lunch | |
| 1 p.m. | Lakehead Conservation Authority (overview) | |
| 1:20 p.m. | Welcome from MP's and MPP's | Bruce Hyer, MP |
| 2 p.m. | Ontario One-Call – Requirements under Bill 8 (2014) | TBA |
| 2:30 p.m. | Refreshment Break | |

Thunder Bay District Municipal League

November 1 & 2, 2013

2:45 p.m.	Transporting Dangerous Goods	(Tentative)
3:45 p.m.	Species at Risk – Caribou	MNR (tentative)
4:30 p.m.	Adjournment	
4:30 p.m.	Cocktails	
5 p.m.	Dinner (Prime Rib Buffet)	

Saturday, Nov 2, 2013

8:30 a.m.	Buffet breakfast	
9 a.m.	NOMA Update	David Canfield President
9:15 a.m.	EMS Update	Norm Gale
9:45 a.m.	Thunder Bay Tourism	Paul Pepe (tentative)
10 a.m.	NOSTA Update	Tim Lukinuk
10:15	Refreshment break	
10:30	East-West Tie	Iain Angus
11 a.m.	North Superior Workforce Planning Board	Madge Richardson
11:30 a.m.	League Business	
NOON	Adjournment	

Thunder Bay District Municipal League
REGISTRATION FORM

Fall Meeting and Conference in Thunder Bay

November 1 & 2, 2013

*The Registration Form and cheque must reach the secretary **by October 22, 2013** to ensure inclusion in the delegate listing & obtain the **early registration fee**:*

Beth Stewart, Secretary-Treasurer
Thunder Bay District Municipal League
343 Parker Rd (Gillies Township)
RR 1
Kakabeka Falls ON P0T 1W0
Fax: (807) 622-8246

<p>Conference Fee: \$100* (Includes breakfast Friday & Saturday and lunch on Friday.)</p> <p>*Early Conference registration (payment by Oct 22/13): \$75</p>	<p>Friday Night Prime Rib Dinner: Delegates: \$25 Guests: \$50</p>
---	---

Municipality: _____

Delegate Name & Title & <u>email contact</u>	Attending		TOTAL \$
	Conference ✓	Dinner ✓	



AGENDA	
Item No.	11-01
Meeting Date:	09/10/13
	D M Y

THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

**MINUTES OF BOARD MEETING NO. 13/2013
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: July 25, 2013

TIME OF MEETING: 10:00 AM

LOCATION OF MEETING: 3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Mr. Robert (Bob) Katajamaki

PRESENT:

Mr. Robert (Bob) Katajamaki
Councillor Iain Angus
Councillor Andrew Foulds
Councillor Armand Giguere
Mayor Kevin Holland
Mayor Mike King
Councillor Paul Pugh
Councillor Joe Virdiramo

OFFICIALS:

Mr. William (Bill) Bradica,
Acting Chief Administrative Officer
Mr. Terry Flaherty, Director, Client Services
Ms. Lynda DaCosta, Director, Human Resources
Ms. Diane Atkinson, Manager, Client Services
Mr. Keri Greaves, Manager, Finance
Mr. Bruce Iwasa, Manager, Facilities
Ms. Crystal Simeoni, Manager, Property Management
Ms. Julie Bench, Executive Assistant
Ms. Glenda Flank, Recording Secretary

REGRETS:

Mayor Keith Hobbs
Councillor Sara Park
Councillor Aldo Ruberto
Councillor Kelly Tsubouchi

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

Councillor I. Angus disclosed an interest relative to Report No. 2013-42 (Corporate Services) pertaining to the recommendation regarding the Friends of Chippewa Park (FOCP) Financial Statements, as he is the Secretary to the FOCP.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 13/71

Moved by: Councillor J. Virdiramo
Seconded by: Councillor K. Holland

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for July 25, 2013, we recommend that the agendas as printed, including any additional information and new business, be confirmed.

CARRIED

CLOSED SESSION MEETING

At 10:04 a.m. the Board adjourned to a closed meeting relative to receipt of information with respect to security of the property of the Board and identifiable individuals.

Resolution No. 13/72

Moved by: Councillor J. Virdiramo
Seconded by: Councillor K. Holland

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of the property of the Board relating to the security review, personal matters about an identifiable individual, including employees relating to the non-union pay equity review and the Board strategic plan.

CARRIED

At 11:35 the Board reconvened in Open Session and Keri Greaves, Manager, Finance, and members of the press entered the meeting room.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 11/2013 and Meeting No. 12/2013 (Regular and Closed Session) of TBDSSAB, held on June 27, 2013, respectively, to be confirmed.

Resolution No. 13/74

Moved by: Councillor J. Virdiramo
Seconded by: Councillor K. Holland

THAT the Minutes of Meeting No. 11/2013 and Meeting No. 12/2013 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on June 27, 2013, respectively, be confirmed.

Committee Meetings

Executive Committee

Draft Minutes of the Executive Committee meeting held on June 4, 2013 and Special Executive Committee meeting held on June 17, 2013, for information only.

Political Action Committee

Draft Minutes of the Political Action Committee meeting held on May 14, 2013, for information only.

Ontario Works Committee

Draft Minutes of the Ontario Works Committee meeting held on June 26, 2013, for information only.

Social Housing Committee

Draft Minutes of the Social Housing Committee meeting held on June 26, 2013, for information only.

REPORTS OF OFFICERS

Disposition of the TBDSSAB 2012 Program Surplus

At the April 18, 2013 Board Meeting, Report No. 2013-27 was presented to the Board with respect to options regarding the disposition of the 2012 program surplus.

At the May 23, 2013 Board Meeting, Report No. 2013-34 was presented to the Board with additional information.

Report No. 2013-41 (Corporate Services) relative to providing the Board with options regarding the disposition of the 2012 program surplus.

Bill Bradica, Acting CAO and Keri Greaves, Manager, Finance responded to questions.

Resolution No. 13/75

Moved by: Councillor J. Virdiramo
Seconded by: Mayor K. Holland

THAT with respect to Report No. 2013-41 (Corporate Services), we, The District of Thunder Bay Social Services Administration Board approve Option 6 as presented in Report No. 2013-41 to return \$653,470 of the 2012 program surplus to Municipalities;

AND THAT, we, The District of Thunder Bay Social Services Administration Board, direct Administration to proceed as outlined in Option 6 of Report No. 2013-41 and present the Board with options regarding the disposition of the remaining \$411,932 of the 2012 program surplus.

CARRIED

**Friends of Chippewa Park Financial
Statements**

Report No. 2013-42 (Corporate Services) relative to providing the Board with information pertaining to the funding Agreement with the Friends of Chippewa Park (FOCP) and providing options regarding the group's inability to provide audited financial statements.

Bill Bradica, Acting CAO provided information that was recently received and responded to questions.

Resolution No. 13/76

Moved by: Mayor M. King
Seconded by: Councillor A. Giguere

THAT with respect to Report No. 2013-42 (Corporate Services), we, The District of Thunder Bay Social Services Administration Board, approve Option 1 as presented in Report No. 2013-42 (Corporate Services) and waive the Friends of Chippewa Park's contractual requirement to provide audited financial statements pursuant to the funding Agreement.

Resolution No. 13/76(A)

Moved by: Mayor K. Holland
Seconded by: Councillor A. Giguere

THAT with respect to Report No. 2013-42 (Corporate Services), we, The District of Thunder Bay Social Services Administration Board, recommend that Resolution No. 13/76 relative to the recommendation to approve Option 1 presented in Report No. 2013-42 (Corporate Services) to waive the Friends of Chippewa Park's contractual requirement to provide audited financial statements, be deferred to the September 19, 2013 Board meeting.

CARRIED

Final Year 2013 Weighted Assessment
and Levy Apportionment

Report No. 2013-43 (Corporate Services) relative to requesting approval of the final year 2013 weighted assessment and levy apportionment.

Bill Bradica, Acting CAO provided an overview and responded to questions. Keri Greaves, Manager, Finance also responded to questions.

Resolution No. 13/77

Moved by: Councillor I. Angus
Seconded by: Councillor A. Giguere

THAT with respect to Report No. 2013-43 (Corporate Services), we, The District of Thunder Bay Social Services Administration Board, approve the final year 2013 weighted assessment and levy apportionment;

AND THAT Administration circulate the final year 2013 weighted assessment and levy apportionment to member municipalities.

CARRIED

At 12:25 p.m. the meeting broke for lunch and Keri Greaves, Manager, Finance left the meeting.

At 12:45 p.m. the meeting recommenced with Crystal Simeoni, Manager, Housing Operations, Bruce Iwasa, Manager, Facilities and Don Tribe, Supervisor, Maintenance in attendance.

TBDSSAB Strategic Plan for 2013-2016

At the February 12, 2013 Executive Committee meeting it was the consensus that Administration proceed with the proposed Strategic Planning sessions and that the final plan be approved by the Board.

At the June 27, 2013 Board Meeting the Draft Strategic Plan was brought to the Board and received approval on the Plan direction.

Report No. 2013-44 (CAO) relative to requesting approval of the TBDSSAB Strategic Plan for 2013-2016.

Bill Bradica, Acting CAO, provided an overview.

Resolution No. 13/78

Moved by: Councillor A. Giguere
Seconded by: Councillor I. Angus

THAT with respect to Report No. 2013-44 (CAO's Office), we the District of Thunder Bay Social Services Administration Board adopt the Strategic Plan for the years 2013 through 2016 as presented in Closed session;

AND THAT a report be presented to the Board within sixty days of each calendar year-end covered by the Strategic Plan that identifies the previous year's progress in achieving the strategic objectives.

CARRIED

Age Requirements for Occupancy

At the September 20, 2012 Board Meeting, a resolution was passed requesting the Social Housing committee review the age requirements for occupancy at Spence Court and provide recommendations to the Board.

At the November 1, 2012 Social Housing Committee meeting Administration was directed to provide solutions and recommendations to the Committee for consideration. At the June 26, 2013 Social Housing Committee meeting Administration presented a report to the Committee for review.

Report No. 2013-45 (Housing Operations) relative to providing the Board with rationale to continue with the current mandate of housing senior applicants between the ages of 50-64 in Spence Court and the remaining 50+ Thunder Bay District Housing Corporation (TBDHC) properties.

Resolution No. 13/79

Moved by: Mayor M. King
Seconded by: Councillor A. Giguere

THAT with respect to Report No. 2013-45 (Housing Operations), we, The District of Thunder Bay Social Services Administration Board, approve the continuation of the current mandate of housing senior applicants between the ages of 50 and 64.

Resolution No. 13/79(A)

Moved by: Councillor I. Angus
Seconded by: Councillor P. Pugh

THAT with respect to Report No. 2013-45 (Housing Operations), we, The District of Thunder Bay Social Services Administration Board, recommend that the Report be referred back to the Social Housing Committee for further analysis.

CARRIED

Royal Edward Arms Penthouse Roof

Report No. 2013-46 (Housing Operations), relative to providing information to the Board regarding the installation of a new roofing membrane on the elevator penthouse at the Royal Edward Arms building.

Resolution No. 13/80

Moved by: Councillor A. Giguere
Seconded by: Councillor I. Angus

THAT with respect to Report No. 2013-46 (Housing Operations), we, The District of Thunder Bay Social Services Administration Board, approve the installation of a new roofing membrane on the elevator penthouse at the Royal Edward Arms;

AND THAT with respect to Report No. 2013-46 (Housing Operations), up to \$22,000 be financed from the Royal Edward Arms Capital Reserve Fund.

CARRIED

Review of Decisions System – Housing

Report No. 2013-47 (Client Services) relative to obtaining Board approval for a new Review of Decisions system legislated under the *Housing Services Act, 2011*.

Resolution No. 13/81

Moved by: Councillor I. Angus
Seconded by: Councillor A. Giguere

THAT with respect to Report No. 2013-47 (Client Services), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB), recommend Administration proceed as directed in Option 2, as presented in Report No. 2013-47, for Review of Decisions legislated under section 156 of the *Housing Services Act, 2011*;

AND THAT we approve Administration's amendments to policy No. 06.001 from the Housing Policy and Procedures Manual, effective October 1, 2013;

AND THAT we approve Administration's amendments to policy No. 06.002 from the Housing Policy and Procedures Manual, effective October 1, 2013;

AND THAT we recommend Administration terminate all Review Officer Delegation Agreements, effective September 30, 2013;

AND THAT we authorize the Chair and Chief Administrative Officer or designate of TBDSSAB to enter into negotiations and execute an agreement with a new pool of Review Officers;

AND THAT we authorize the Chief Administrative Officer or designate to amend the policy with respect to housekeeping items, as may be required from time to time;

AND THAT By-law 23-2003, a By-law governing Internal Review for Housing decisions under the *Social Housing Reform Act, 2000*, be repealed;

AND THAT any necessary By-law be presented to the Board for consideration.

CARRIED

Child Care General Operating Funding
Formula

At the February 21, 2013 Board Meeting, a resolution was passed requesting that a report be presented to the Board once the full implications of the new Child Care funding model and Administrations' redesigned system for the funding of child care operators had been determined.

Report No. 2013-48 (Client Services), relative to providing the Board with the background to the Ministry of Education (EDU) new funding formula and framework for the support of Children Services in the District of Thunder Bay. In addition, a methodology for the calculation of General Operating Funding for Child Care (CC) Operators is presented.

Bill Bradica, Acting CAO, provided an overview.

Resolution No. 13/82

Moved by: Mayor M. King
Seconded by: Mayor K. Holland

THAT with respect to Report No. 2013-48 (Client Services), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the Child Care General Operating Funding formula and methodology as presented in Report No. 2013-48.

CARRIED

Child Care Special Needs Resources
Funding

Report No. 2013-49 (Client Services), relative to providing background to the changes that TBDSSAB has experienced with regards to allocating Child Care Special Needs Resource funding and providing rationale to support Administrations' recommendation for altering the current method of distributing these dollars.

Resolution No. 13/83

Moved by: Mayor M. King
Seconded by: Mayor K. Holland

THAT with respect to Report No. 2013-49 (Client Services), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the implementation of the collaborative-consultative method of service delivery for the administration of Child Care Special Needs resources;

AND THAT Administration advertise an expression of interest for the third party management of all Resource Teachers within the District of Thunder Bay;

AND THAT any necessary by-law be presented to the Board for consideration.

CARRIED

French Language Services Plan

At the June 27, 2013 Board Meeting, a Memorandum from Terry Flaherty, Director, Client Services was presented to the Board advising that The District of Thunder Bay Social Services Administration Board (TBDSSAB) has a requirement to submit a French Language Services Plan to various Ministries' under the *French Language Services Act*, and that a draft of the Plan would be presented to the Board at the July meeting.

Report No. 2013-50 (Client Services) relative to providing the Board with an overview of The District of Thunder Bay Social Services Administration Board (TBDSSAB) French Language Services (FLS) Plan and the progress made with regard to compliance as required by the *French Language Services Act (FLSA)*.

Resolution No. 13/84

Moved by: Mayor M. King
Seconded by: Mayor K. Holland

THAT with respect to Report No. 2013-50 (Client Services), we, The District of Thunder Bay Social Services Administration Board, approve the French Language Services Plan 2013, as presented.

CARRIED

Employee Group Benefits and Insurance

Report No. 2013-51 (CAO's Office) relative to providing the Board with information and obtaining approval for execution of an agreement relative to the above noted.

Resolution No. 13/85

Moved by: Mayor M. King
Seconded by: Mayor K. Holland

THAT with respect to Report No. 2013-51 (CAO's Office), we, The District of Thunder Bay Social Services Administration Board authorize the Chair and the Chief Administrative Officer of The District of Thunder Bay Social Services Administration Board to execute an agreement with DiBrina Sure Benefits Inc. as a broker of record and any other documents related to the procurement of employee group benefits and insurance.

AND THAT any necessary By-law be presented to the Board for consideration.

CARRIED

CORRESPONDENCE

Township of Gillies – Return of Operating Surplus to Member Municipalities

Letter from Rosalie Evans, Solicitor-Clerk, Township of Gillies dated June 25, 2013 relative to the above noted, for information only.

Bill Bradica, Acting CAO, provided an overview and responded to questions.

City of Thunder Bay – 2014 Operating Budget Direction

Memorandum from Tim Commisso, City Manager, City of Thunder Bay, dated July 10, 2013 relative to the above, for information only.

BY-LAWS

First and Final Reading

Resolution No. 13/86

Moved by: Councillor P. Pugh
Seconded by: Councillor I. Angus

1. A By-law to repeal and replace By-law Number 10 – 2010 and relating generally to the transaction of the affairs of The District of Thunder Bay Social Services Administration Board.

Explanation: A By-law to repeal and replace By-law Number 10-2010.
Authorization: Board Meeting 2013Jun27

BY-LAW NUMBER 7– 2013

2. A By-law to authorize the execution of service agreements between The District of Thunder Bay Social Services Administration Board and service providers for the provision of prescribed social services pursuant to the Housing Services Act.

Explanation: A By-law to authorize the execution of service agreements with approved service providers under the Housing Services Act.
Authorization: Board Meeting 2013Jun27

BY-LAW NUMBER 8– 2013

CARRIED

NEW BUSINESS

December 2013 TBDHC Mortgage Renewal

Report No. 2013-52 (Corporate Services), relative to obtaining approval for the execution of documents related to the December 2013 TBDHC Mortgage Renewal.

Resolution No. 13/86(A)

Moved by: Councillor P. Pugh
Seconded by: Councillor I. Angus

THAT with respect to Report No. 2013-52 (Corporate Services), we, The District of Thunder Bay Social Services Administration Board approve the Resolution(s) of the Board of Directors of Thunder Bay District Housing Corporation to be duly signed in accordance with The District of Thunder Bay Social Services Administration Board By-Law No. 10-2010 (Governance);

AND THAT we, The District of Thunder Bay Social Services Administration Board, authorize the Board Chair and Senior Administrator of the Thunder Bay District Housing Corporation to execute the mortgage financing documents related thereto.

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, September 19, 2013, in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

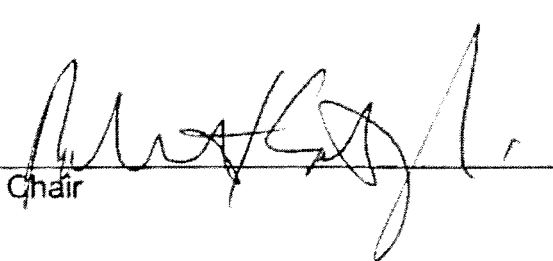
ADJOURNMENT

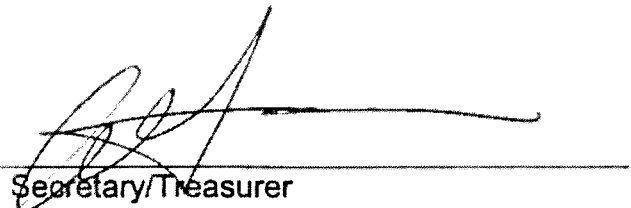
Resolution No. 13/87

Moved by: Councillor P. Pugh
Seconded by: Councillor J. Virdiramo

THAT Board Meeting No. 13/2013 of The District of Thunder Bay Social Services Administration Board, held on July 25, 2013, be adjourned at 1:11 p.m.

CARRIED


Chair


Secretary/Treasurer



AGENDA	
Item No.	11-07
Meeting Date	09/10/13
	D M Y

**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

**MINUTES OF BOARD SPECIAL MEETING NO. 15/2013
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: August 1, 2013

TIME OF MEETING: 10:00 AM

LOCATION OF MEETING: 3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Mr. Robert (Bob) Katajamaki

PRESENT:

Mr. Robert (Bob) Katajamaki
Councillor Iain Angus
Councillor Andrew Foulds
Councillor Armand Giguere
Mayor Kevin Holland
Councillor Aldo Ruberto
Councillor Joe Virdiramo

OFFICIALS:

Mr. William (Bill) Bradica,
Acting Chief Administrative Officer
Ms. Lynda DaCosta, Director, Human Resources
Mrs. Glenda Flank, Recording Secretary

REGRETS:

Mayor Keith Hobbs
Mayor Mike King
Councillor Sara Park
Councillor Paul Pugh
Councillor Kelly Tsubouchi

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD SPECIAL MEETING

DISCLOSURES OF INTEREST

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to Personnel Matters.

Resolution No. 13/88

Moved by: Councillor J. Virdiramo
Seconded by: Mayor K. Holland

THAT the Board adjourns to Closed Session relative to receipt of information with respect to Personnel Matters about identifiable individuals.

CARRIED

At 11:06 a.m. the Board reconvened in Open Session with all officials present and Lynda DaCosta, Director, Human Resources, left the meeting room.

NEW BUSINESS

Personnel Matters

Resolution No. 13/88(A)

Moved by: Councillor J. Virdiramo
Seconded by: Mayor K. Holland

With respect to the Personnel Matter discussed in Closed Session, we recommend that the Board and Administration proceed as directed in Closed Session.

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, September 19, 2013, in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

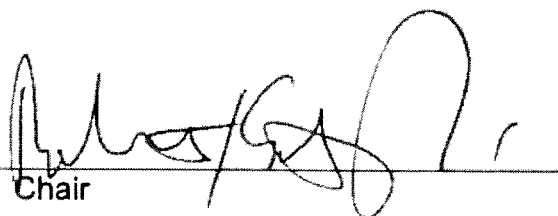
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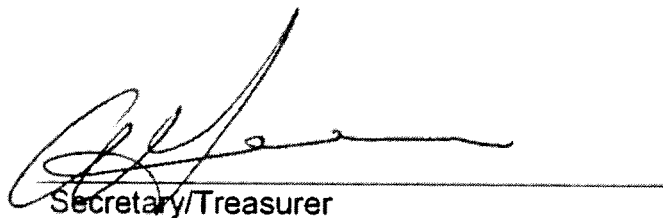
Resolution No. 13/89

Moved by: Councillor A. Foulds
Seconded by: Mayor K. Holland

THAT Board Meeting No. 15/2013 of The District of Thunder Bay Social Services Administration Board, held on August 1, 2013, be adjourned at 11:07 a.m.

CARRIED


Chair


Secretary/Treasurer

AGENDA	
Item No. <u>11-03</u>	
Meeting Date: <u>09/10/13</u>	
D M Y	

MANITOUWADGE MUNICIPAL HOUSING CORPORATION

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

June 24, 2013

RECEIVED

SEP 25 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

1. The meeting was called to order at 6:29p.m. (Resolution No. 13-504)

2. In attendance:

Kristine Costigan	Chairperson
Lisa Jomphe	Vice Chairperson
Helen Williams	Secretary
Sheldon Plummer	Director

Rita Aguiar	Property Manager
-------------	------------------

Absent:

3. The Board reviewed the Confidentiality and Conflict of Interest policies.

4. The minutes and resolutions of the meeting held on Tuesday, May 21st, 2013 were reviewed by the Board and accepted as amended. (Resolution No. 13-505)

5. **Property Manager's Report:**

The Property Manager's Report was provided to the Board.

6. **Vacant Unit Report:**

The Vacant Unit Report was provided to the Board.

7. **Tenant Request:**

8. **Board Discussion:**

- The MMHC Board has accepted the letter of Interest from Jen Curtis to sit on the MMHC Board. The Property Manager is to send a letter to the Shareholder for approval on their recommendation that she be appointed to one of the vacant seats. (Resolution No. 13-506)
- The MMHC Board will renew membership in ONPHA for 2013/2014 at a fee of \$1185.62. (Resolution No. 13-507)
- The MMHC Board rescinds Resolution No. 13-495. It is to be replaced with (Resolution No. 13-508)
- The Budget "year to date" figures for May/2013 was presented to the Board members for review.
- The Bank Reconciliation for May/2013 was reviewed and signed by the Chairperson.

9. **Disbursements:**

Disbursement Sheet #13-05 from May 22nd, to June 24th, 2013 in the amount of \$50,648.55 was reviewed by the Board and accepted. (Resolution No. 13-509)

10. **Correspondence:**

The Board reviewed the Correspondence received from May 22nd, 2013 to June 24th, 2013.

11. **Additions:**

Maintenance Person

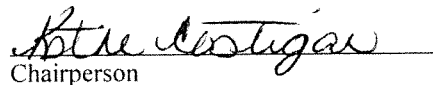
Kristine Costigan left the meeting at 7:50 p.m. and returned at 8:00 p.m. (Resolution No. 13-510)

12. **Next Meeting:**

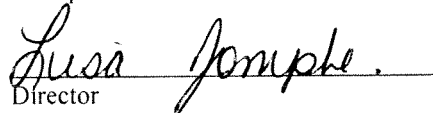
The next regular meeting will be held on Monday, September 16th, 2013 at 6:30 p.m. in the Meeting Room at the Township of Manitouwadge, Municipal Office.

13. **Adjournment:**

The meeting was adjourned at 8:01p.m. (Resolution No. 12-511)



Chairperson



Director

THUNDER BAY DISTRICT HEALTH UNIT

AGENDA	
Item No. <u>11-04</u>	
Meeting Date: <u>09/10/13</u>	
	D M

MINUTES OF MEETING: BOARD OF HEALTH

DATE: JUNE 19, 2013

TIME: 1:00 P.M.

PLACE: BOARD ROOM

CHAIR: MS. MARIA HARDING

BOARD MEMBERS PRESENT:

Ms. C. Bryson
Mr. J. Daiter
Mr. T. Fox
Mr. N. Gale
Ms. M. Harding
Mr. B. Kamphof
Mr. J. Masters
Ms. B. Metzler
Mr. A. Ruberto
Ms. L. Turk
Mr. J. Virdiramo

REGRETS:

Ms. G. Garbutt
Ms. D. Robinson

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer
Dr. D. Williams, Medical Officer of Health
Dr. J. DeMille, Associate Medical Officer of Health
Mr. K. Allan, Director – Health Protection
Ms. G. Daniels, Manager – Finance & Strategic Quality Initiatives
Mr. L. Sieswerda, Acting Manager – Environmental Health
Ms. L. Roberts, Manager – Injury Prevention and Tobacco Control
Ms. S. Sawula, Manager – Healthy Living
Ms. B. Moro, Executive Assistant to the Medical Officer of Health and Chief Executive Officer and Secretary to the Board of Health

The Chair called the meeting to order at 1:00 p.m.

CALL TO ORDER

1. ATTENDANCE AND ANNOUNCEMENTS

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

Resolution No.: 48 – 2013

MOVED BY: Mr. J. Virdiramo
SECONDED BY: Mr. T. Fox

THAT the Agenda for the Regular Board of Health Meeting to be held on June 19, 2013, be approved.

CARRIED

4. INFORMATION SESSION

4.1 West Nile Virus and Vector Borne Diseases

Dr. K. Deacon appeared before the Board, gave a PowerPoint presentation and responded to questions relative to the above noted. Dr. Deacon introduced Ms. Jillian MacKay, Student in the Vector Borne Disease program.

A copy of the presentations relative to the above noted were provided for information in the agenda:

- West Nile Virus
- Vector Borne Diseases

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meetings held on May 14, 2013, to be approved.

Resolution No.: 49 – 2013

MOVED BY: Mr. N. Gale
SECONDED BY: Ms. L. Turk

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meetings held on May 14, 2013, be approved.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous set of minutes.

7. BOARD OF HEALTH (CLOSED SESSION) MEETING

Resolution No.: 50 – 2013

MOVED BY: Mr. J. Daiter
SECONDED BY: Ms. B. Metzler

THAT the Board of Health move into Closed Session to receive information relative to security of the property of the local board and personal matters about identifiable individuals.

CARRIED

At 1:38 p.m. the Board of Health moved into closed session.

Mr. K. Allan, Director – Health Protection and Ms. B. Moro, Executive Assistant left the meeting room.

At 2:32 p.m. the Board resumed regular business.

Mr. K. Allan and Ms. B. Moro returned to the meeting room.

8. DECISIONS OF THE BOARD

8.1 Compensation Philosophy (Non-Union and Management)

Compensation Philosophy

Memorandum from Mr. D. Heath, Chief Executive Officer, dated June 12, 2013, relative to the above noted.

Memorandum from Mr. D. Heath, Chief Executive Officer, dated June 17, 2013 providing additional information relative to the above noted, was emailed to Board members on June 17, 2013 and placed on the desks.

Report No. 41-2013 (Human Resources) relative to establishing a Compensation Philosophy Policy for approval that will guide the organization's compensation planning and administration.

8. DECISIONS OF THE BOARD (Continued)

8.1 Compensation Philosophy (Non-Union and Management) (Continued)

Compensation Philosophy (Continued)

Resolution No.: 52 – 2013

MOVED BY: Mr. T. Fox
SECONDED BY: Mr. J. Virdiramo

THAT with respect to Report No. 41-2013 (Human Resources) we recommend that Policy No. BH-02-02 Compensation Philosophy be approved to provide the foundation for compensation planning, design and administration.

CARRIED

Compensation Review for Non-Union and Management Staff

Report No. 45-2013 (Human Resources) was presented at the Closed Session meeting held earlier in the afternoon.

At that time, it was recommended that the resolution contained in the report be presented to open session for approval.

Resolution No.: 53 – 2013

MOVED BY: Mr. T. Fox
SECONDED BY: Ms. B. Metzler

THAT with respect to Report No. 45-2013 (Human Resources) we recommend that:

- Compliant with the Compensation Philosophy, that the Board of Health approve the competitive market adjustment to base salary as analyzed by the Hay Health Care Group for non-union and management staff effective January 1, 2013;
- AND THAT the Board of Health approves other benefit changes as identified for the non-union and management staff.

CARRIED

8. DECISIONS OF THE BOARD (Continued)

8.2 Board of Health – CQI Project – Continuous
Quality Improvement Board Self-Evaluation
System – Final Results

Report No. 35-2013 (Finance and Strategic Quality Initiatives) relative to providing final recommendations of the Board of Health Continuous Quality Improvement (CQI) Project Team – Self-Evaluation System.

Attachment 1: Evaluation Results by Standard was distributed separately with the agenda.

Attachment 2: Baseline Evaluation Results was distributed separately with the agenda.

Resolution No.: 54 – 2013

MOVED BY: Ms. B. Metzler
SECONDED BY: Mr. N. Gale

THAT with respect to Report No. 35 – 2013 (Finance & Strategic Quality Initiatives and Chief Executive Officer), we recommend that the standards for Board of Health meetings and the related Self-Evaluation System be formally adopted by the Board of Health;

AND THAT the Chief Executive Officer and Executive Assistant be authorized to complete any administrative requirements of the implementation of the standards for Board of Health meetings and the related Self-Evaluation System as required in accordance with the standards and recommendations for Board of Health meetings.

CARRIED

9. COMMUNICATIONS FOR INFORMATION

9.1 Long Term Care Facilities
Urgent Outbreak Response Protocol

Report No. 38-2013 (Medical Officer of Health) relative to providing the Board of Health with information relative to the large number of infectious disease outbreaks over the past eight months in Long Term Care (LTC) facilities in Thunder Bay, for information.

9. COMMUNICATIONS FOR INFORMATION (Continued)

9.2 Universal Influenza Immunization Program Report

Report No. 42 – 2013 (Vaccine Preventable Diseases) relative to providing information to the Board of Health relative to the evaluation of the delivery of community based influenza immunizations clinics that are part of the Universal Influenza program over the past 3 years, for information.

Ms. G. Daniels, Manager – Finance and Strategic Quality Initiatives and Mr. L. Sieswerda, Acting Manager – Environmental Health appeared before the Board, gave a presentation and responded to questions relative to the above noted. A copy of the presentation was provided for information.

9.3 Obesity/Healthy Kids Panel

Report No. 37-2013 (Healthy Living) relative to providing information relative to the provincial priority of childhood obesity, for information.

Attachment 2: TBDHU Healthy Youth Strategy Update, December 2012 was distributed with the agenda.

It was the consensus of the Board that Administration work with Mr. A. Ruberto to develop a resolution to advocate to levels of government relative to addressing the topic of obesity.

9.4 Smoke-Free Ontario One and Three Year Planning for TBDHU Tobacco Control Program and for the Northwest Tobacco Control Area Network

Report No. 43-2013 (Tobacco Control Program) relative to providing the Board of Health with an overview of the direction of the TBDHU Tobacco Control program and for the Northwest Tobacco Control Area Network (TCAN) over the next one to three years, for information.

9.5 Procurement Practices Report

Report No. 29-2013 (Finance & Strategic Quality Initiatives) relative to providing an update on the Purchasing Policy and the procurement practices of the Thunder Bay District Health Unit, for information.

9.6 aLPHa 2013 Annual Conference June 2-4, 2013, Toronto, Ontario

Report No. 44-2013 (Medical Officer of Health) relative to providing information to the Board of Health on the aLPHa Annual General Meeting held in Toronto on June 2 to 4, 2013, for information.

9.0 COMMUNICATIONS FOR INFORMATION (Continued)

9.6 aLPHa 2013 Annual Conference
June 2-4, 2013, Toronto, Ontario (Continued)

Attachment 1: Final Program 2013 aLPHa Annual Conference June 2-4, 2013 Conference was distributed separately with the agenda.

Attachment 2: Association Strategic Planning: An Update to aLPHa's Members Conference was distributed separately with the agenda.

Attachment 3: Final Disposition of Resolutions Considered at the June 2013 aLPHa Annual Conference was distributed separately with the agenda.

A verbal report was provided by Mr. J. Daiter, Mr. J. MacEachern, Ms. M. Harding and Mr. A. Ruberto relative to the above noted.

It was the consensus of the Board to approach aLPHa regarding when the consultation process will take place relative to the Association Strategic Planning document.

9.7 2014 Strategic Priority Setting and Resource Alignment

Report No. 40-2013 (Chief Executive Officer) relative to presenting to the Board of Health strategic priorities for 2014 that aligns within the Board of Health Strategic Plan, the Ontario Public Health Standards, Ontario Public Health Organizational Standards, the Public Health Sector Strategic Plan and local need, for information.

Attachment 1 – Roadmap for TBDHU Strategic Plan and Resource Alignment was distributed separately with the agenda.

9.8 Centre of Excellence, Mental Health and Addictions

Memorandum from Dr. David Williams, Medical Officer of Health, dated June 5, 2013, providing an update relative to the above noted, for information.

10. NEXT MEETING

The next meeting will be held on Wednesday, September 18, 2013.

11. ADJOURNMENT

Resolution No.: 55 – 2013

MOVED BY:
SECONDED BY:

THAT the Board of Health meeting held on June 19, 2013 be
adjourned at 3:55 p.m.

CARRIED

Chair, Board of Health

Chief Executive Officer

Recording Secretary

AGENDA	
Item No. _____	11-05
Meeting Date: _____	19 10 13
	D M Y

MANITOUWADGE PUBLIC LIBRARY BOARD

A regular meeting of the Library Board was held in the Community Centre meeting room on Monday September 3rd, 2013

Called to order at 6:30pm

Chairperson: Lise Lafrenière

Membres: Sue Partridge, Lisa Jomphe, Ray Lelièvre, Cécile Lafrenière

Absent: Connie Hunter

CEO/ secretary: Janis Lamothe

No declarations of interest at this time

#29-13

Moved by: Sue Partridge
Seconded by: Lisa Jomphe

that the agenda for tonight's meeting and the minutes from June 3rd, 2013 meeting be adopted as distributed.

Carried

4. Business from the minutes:

- 01 The CEO advised the Board that the Budget had been passed in August with the noted cuts by the library.
- 02 The CEO presented the Board with a copy of the 2012 Audit. and they passed the following motion:

#30-13

Moved by: Lisa Jomphe
Seconded by: Cecile Lafrenière

that the Board accepts the Audit as presented.

Carried.

- 03 The Library participated in the Turn off the Screens week in June, however, no one returned their forms.
- 04 The CEO presented the Board with the training cost comparison that they had requested.
- 05 The Board has decided to host their annual appreciation supper at KG's.
- 06 The CEO discussed with the Board the Summer Program with changes she will implement next year.

5. Financial Report

Deposits for June = \$292.56, July = \$1,596.49, Aug. = \$272.11

Funds generated since last meeting were \$2,131.16

Checks written to Township were: July 2, \$292.56, Aug. 12, \$1,687.71 and Sept. 3, \$180.90

01 The CEO presented the Board with the revenues and bills since their last meeting, and they passed the following Motions:

#31-13

Moved by: Sue Partridge

Seconded by: Cecile Lafrenière

that the Board approves the checks to the Township of Manitouswage for funds generated in the Library since June 3rd, 2013, in the amounts of \$292.56, \$1,687.71, and \$180.90.

Carried

#32 -13

Moved by: Sue Partridge

Seconded by: Ray Lelièvre

that the Board approves the bills submitted to the office for payment since our last meeting, in the amount of \$25,249.12

Carried.

6. Correspondence

None at this time.

7. CEO's Report

Circulation for June = 1349, July = 1633, Aug. = 2315

Web Access June-Aug = 448

Facebook: 6 new followers and 77 people reached regularly over the summer

8. New Business

- 01 Abigail Tourout was hired as casual/ call in. The Board passed the following motion:**

#33-13

Moved by: Sue Partridge

Seconded by: Ray Lelièvre

that the Board approves hiring Abigail Tourout as casual/call in under the Northwestern Employment work program.

Carried.

- 02 The CEO discussed her upcoming TVO training and OLSN conference, noting that she will be away from the 20th to the 27th.**
- 03 October 20-26 is Ontario Library Week. The CEO discussed with the Board some ideas for that week. More will be discussed at the next meeting.**
- 04 The CEO brought information regarding e-book usage by the library patrons. At this time the cost is justifiable as circulation shows it is being used.**
- 05 The CEO has been successful in acquiring funding through CAP for a student. Also noted that the Ministry granted the library \$1204.00 for Capacity Building.**

06 The CEO informed the Board that she has completed both the Annual Survey for Public Libraries as well as the Pay Equity forms. The Ministry will issue a check once they have confirmed the information.

9. Business from the floor.

As there were no more discussions, the following motion was passed:

#34-13

Moved by: Cecile Lafrenière

Seconded by: Lisa Jomphe

that we adjourn at 7:15 pm., till Tuesday October 1st, 2013, at 6:30 pm.

Carried.



Chairperson



Secretary

CEMETERY COMMITTEE MEETING MINUTES

2nd Floor Meeting Room – Administration Complex

9:00 a.m. - Tuesday

JUNE 25th, 2013

AGENDA	
Item No. <u>11-016</u>	
Meeting Date: <u>09/10/13</u>	
	D M Y

Members:

Confirmed Attendance

Regrets

Councillor Jaunzarins

✓

Evelyn Allen

✓

Jean Barsalou

✓

Kris Marcotte

✓

Helen Williams

✓

Cecile Kerster

✓

Omer Collin

✓

APPROVED
Sept. 24/13

01 MEETING CALLED TO ORDER @ 9:00 a.m.

RECEIVED

02 OLD BUSINESS:

SEP 24 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

01 - Review of By-law 88-60
Reviewed no changes

02-03 Discussion regarding parking – Contractor didn't document
no time. Will be done.

04- Discussion on Road -Plough truck to be kept
Carillion – new contractor will honor dust control twice a year
June and August
Committee -Provide a letter to council
-Funeral Directors

05- Main Gates – Need to scrape and paint the gates
- Water fittings for tank have been replaced
- Grass Cutting
- Trees on plot, notify owners to remove
Harvesting tree outside fenced area – B+M will be harvesting
spring of 2014.

**CEMETERY COMMITTEE
MEETING MINUTES**

JUNE 25, 2013

03 NEW BUSINESS:

01 Minutes approved from June 27, 2012.

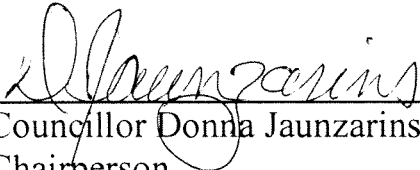
02 Points of discussion:

- 1) Bears
- 2) Trees on plots – Letters to be sent
- 3) Sinking graves
- 4) Walkways – Used product did not work
Paving (pre-approval)
- 5) Reserves – use restrictive

04 NEXT MEETING:

01 September 24, 2013 at 9:30 a.m.

04 ADJOURNMENT of meeting was called @ 10:00 a.m.



Councillor Donna Jaunzarins
Chairperson

RECEIVED

OCT 9 4 2013

THE CORPORATION OF THE
TOWNSHIP OF MANITOUWADGE

AGENDA	
Item No.	11-07
Meeting Date:	9 16 13
	D M Y

Report to Council re the

Northwestern Ontario Regional Conference held in Thunder Bay September 26th and 27th /13

The theme of this years conference was "Connecting the Dots", and focused on economic development preparedness within communities.

Our first speaker was Maria Meyers of US Sourcelink. This presentation provided an overview of how communities can prepare for and attract business development. It also highlighted that at one point, economic development was primarily government directed however today cultural development now plays a big part in attracting business opportunities. What communities have to offer families is just as important as what is available relative to labour, resources etc.

College & University: Impacts on our Communities:

Jim Madder, President of Confederation College

Dr. Rodney Hanley, Provost & Vice President, Lakehead University

Confederation College: Jim Madder

- Highschool dropout rates are decreasing however Northwestern Ontario has this lowest rate of highschool completion in Ontario
- Employment opportunities are increasing primarily in the trades sector
- The college has an operating budget of \$70.5 million which translates to over \$200 million in spin off dollars
- Confederation college offers nine campuses throughout Northwestern Ontario as well as remote centres providing distance education or "Virtual Learning"
- Also providing "Flexible Learning" with evening programs or learn at your own pace
- College promotes "Study North" in attracting southern Ontario students to the North
- International Education is also promoted in attracting foreign students. Foreign students are not subsidized by the province nor federal government in any manner thus they pay up to three times the normal tuition etc.
- The college continues to build on aboriginal learning and offers a wide variety of programs for northern students combined with career planning and job finding
- Some students can move between Confederation college and Lakehead University in completing their educational programs

Lakehead University: Dr. Rodney Hanley

- Operating two campuses in Ontario, 1 in Thunder Bay and the 2nd in Orillia
- Currently has 9500 students enrolled of which 1200 are aboriginal
- 43% of the student body is from Southern Ontario

- A substantial amount of community involvement is underway targeting aboriginal students by creating a centre to cater to them, creating financial assistance means for them, child care facilities for families returning to school with families
- Provides a Tel Presence Network to provide programs in Thunder Bay, Orillia and rural communities
- The university is a large employer and purchaser as well as a large real estate developer, work force trainer and economic developer
- Operates with a budget of \$326.5 million which does not include spin off dollars from students etc.

Michael Gravelle, Minister of Northern Development and Mines

- Numerous economic development opportunities on the horizon
- Top priority is to develop policies to promote a strong Northern Ontario
- The Ring of Fire provides a huge economic opportunity to Northern Ontario however is a complex program to develop with the potential to provide up to 5000 jobs once developed
- Mining supply and services sector growing
- Investing in training First Nations people directly impacted by the mine development
- 6 to 8 new mines could be operating within the next few years
- Forestry sector is rebounding with mills opening and a new mill being built in Northwestern Ontario
- Power supply and demand will be a challenge, a case can be made for the conversion of the Thunder Bay generating station to be converted to natural gas
- Investments across the north in infrastructure e.g. School of Law in Thunder Bay and the School of Architecture in Sudbury
- Broadband internet is now being offered in remote communities
- The Northern Ontario Heritage Fund is very successful with \$100 million dollars available

Making Choices: Using Service Delivery Reviews to improve Municipal Services and Better Manage Spending

- Having undergone a service review process, council is aware of the process and outcomes of a review
- With the closure of the Red Rock mill, Red Rock underwent a service delivery review which prompted the closure of the recreation complex for 5 months of the year and open 5 days a week for the 7 months it is operational. Residents were given a choice of some or none when it came to the recreation complex. Community now spends considerably less, down to \$200,000 from \$600,000.
- In 2006 Sioux Lookout faces an increase of \$1.2 million in policing costs along with \$8 to \$12 million in roads maintenance costs due to downloading by the province
- There was a willingness by the residents to pay more for services provided
- Administration conducted a survey within the community to establish priorities or the residents
- Result was an additional \$305,000 being added to the budget

- Administration / council should consider one service area at a time when implementing recommendations
- Budgets should be set as if communities have experienced a downturn in revenues in Manitouwadge's Over view of Shared case set the 2014 budget as if David Bell has already closed

Overview of Shared Services for Municipalities

Oscar Poloni, KPMG

- Everything residents of a community use or do is in some manner impacted by municipal services
- On a whole, the rate is increasing taxes is much higher than increasing wages
- Northwestern Ontario suffers more losses than gains versus the balance of the province
- Increasing costs of services are going to drive taxes up thus 91% of municipalities are in some sort of shared services agreements such as audits
- Libraries can be shared, explore opportunities with educational boards in providing library services

Northern Policy Institute

Charles Cirtwell, CEO Northern Policy Institute

- Essentially a new think tank being incorporated in 2012, the founding board chosen in February 2013 and funded in August of 2013. Offices in Sudbury and Thunder Bay
- Aim is to communicate research and policy to the public, differentiate between needs and wants and allow to prioritize
- Learn from research, ideas and communicate. Be an IDEA ADVOCATE
- Educate and engage the community, get evidence into the hands of the public
- Areas of focus for the NPI, Economy, People, Communities, Infrastructure, Environment and Aboriginal Peoples
- NPI projects underway are nursing care, review of the federal aboriginal education act and a Northern data bank
- In discussion projects, Demographic trends, Lessons in local control and Northern Performance Measures

District Labour Market Update:

" A job for everyone, someone for every job"

- Accommodation & food, retail and construction jobs make up the majority of jobs available
- Fewer entry level jobs are available, education is required
- Unemployment is down slightly, a lot of new jobs created are primarily owner operated thus there are limited opportunities

- Discretionary spending is declining thus jobs dependent on this type of spending are also in decline
- Measures are being taken to highlight where the jobs are along with the requirements for those jobs

Update on FedNor:

- FEDNOR is the economic eyes and ears for the Federal Government in Northern Ontario
- Provided funding to the metal fabrication association to enable 50 metal fabrication companies to compete on jobs in the west and northern US states
- Provided support to mills restarting
- CFDC supporting communities across the north
- Broadband is crucial for businesses in small rural communities
- The application process for funding is now simplified and working well

Thunder Bay Generating Station

- Celebrating 40 years of operation
- 300 megawatt capacity facility
- The proposed change over to natural gas has been delayed, testing with biofuels is complete, the facility can use both biofuels and natural gas however it is impossible to convert to natural gas by 2014 if the facility was directed

Competitive Ready Communities

George Borovilos, Director of Business Development with the Ministry of Agriculture and Food, Ministry of Rural Affairs

- It is all about people creating a positive environment and attitude
- What would a stranger learn about a community if they simply sat and listened in on conversations at the local restaurant or coffee shop
- Branding is more important than ever to make each community distinct however it must be PROMOTED
- What qualities are unique to your community and what is authentic
- People look for forward thinking communities, communities that know themselves and have resource lists available i.e. lots available for sale, cost of lots, maps etc.
- A community has to believe in itself

Immigration Northwestern Ontario.ca

- Basically an immigration portal for new comers to access numerous resources available to immigrants including housing, language services, housing etc.
- Manitouwadge is one of the communities listed on this site and residents / administration / council is encouraged to check the site out to learn more.

I did not attend the breakout session for Examination & Prioritization of Key Research Projects Related to Economic Development of Northwestern Ontario nor the buffet lunch with the Honorable Greg Rickford, Minister of State for Science & Technology and FedNor.

I believe funding announcements were made and have been aired on CBC so the public is aware of what was said.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "Sheldon Plummer". The signature is written in black ink and is positioned above the printed name.

Sheldon Plummer

Councillor