



THE CORPORATION OF THE TOWNSHIP OF TEHKUMMAH
JULY 9, 2019

REGULAR COUNCIL MEETING MINUTES

PRESENT: Reeve David Jaggard
Council Members:
Rick Gordon, Lorie Leeson, Mike McKenzie, Eric Russell
Clerk/Administrator Roy Hardy
Deputy Treasurer Barb Deforge
Deputy Clerk/Administrator Barbara Grigg
Roads Superintendent Kevin Dunlop
Fire Chief Jeff Wilson

1. MEETING DECLARED OPEN

MOTION: 2019 - 185

Moved by: Mike McKenzie

Seconded by: Eric Russell

WHEREAS there is a quorum of council present:

BE IT RESOLVED THAT this Regular Meeting of Council be opened for business at 7:00 pm with the Reeve presiding as Chair.

CARRIED

2. PRAYER

3. APPROVAL OF AGENDA

MOTION: 2019-186

Moved by: Mike McKenzie

Seconded by: Eric Russell

WHEREAS Council has been provided the Agenda for the Regular Council meeting of July 9, 2019;

BE IT RESOLVED THAT the Agenda for this meeting be approved as printed.

CARRIED

4. DECLARATIONS OF PECUNIARY INTEREST

None declared

5. PUBLIC PARTICIPATION

None



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6. DELEGATIONS/GUESTS: Arthur Moran, Health and Safety Coordinator

MOTION: 2019-187

Moved by: Eric Russell

Seconded by: Mike McKenzie

WHEREAS the Township is committed to working productively and safety;

AND WHEREAS the development and adoption of Standard Operating Procedures would document the principles, applications and process for safe and efficient workplace procedures;

BE IT RESOLVED that Council receive the delegation and report of Mr. Arthur Moran, Health and Safety Coordinator, and that Council approve the following Standard Operating Procedures:

- # 1 Personal Protective Equipment Specifications & Care
- # 2 Confined Space Entry
- # 3 Traffic Control Guidelines
- # 4 Housekeeping
- # 5 Hot Work
- # 6 Backhoe Operations
- # 7 Grader Operations
- # 8 Snow Plow Operations
- # 9 Lawn Maintenance Operations
- #10 Roadside Mulcher Operations
- #11 Brush Chipper Operations
- #12 Chainsaw Operations
- #13 Roadway Cold Patching Operations
- #14 Working in Extreme Weather Temperature (Heat)
- #15 Working in Extreme Weather Temperature (Cold)
- #16 Refueling, Storage and Handling of Fuel Products
- #17 Changing Propane Cylinders
- #18 Manual Material Handling
- #19 Marina Operations

7. APPROVAL OF MINUTES

MOTION 2019-188

Moved by: Eric Russell

Seconded by: Mike McKenzie

BE IT RESOLVED that Council approve the Regular Meeting minutes of June 4, 2019 and the Special council meeting held June 27, 2019.

CARRIED



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8. BYLAWS

BYLAW 2019-024 Emergency Management Plan

MOTION: 2019-189

Moved by: Mike McKenzie

Seconded by: Eric Russell

BE IT RESOLVED that Council give first, second, third and final reading to By-law 2019-024 the Township Emergency Management Plan March 2019, effective this date.

CARRIED

BYLAW 2019-021 Sale and Disposition of Surplus Municipal Property

MOTION: 2019-190

Moved by: Mike McKenzie

Seconded by: Eric Russell

BE IT RESOLVED that council give first, second, third and final reading to By-law 2019-021 the Sale and Disposition of Surplus Municipal Property Bylaw, effective August 1, 2019.

CARRIED

BYLAW 2019-022 Sale and Disposition of Municipal Lands

MOTION: 2019-191

Moved by: Rick Gordon

Seconded by: Eric Russell

BE IT RESOLVED that Council give first reading to By-law 2019-022 the Sale and Disposition of Municipal Lands Bylaw.

RECORDED VOTE REQUESTED by Councillor Mike McKenzie

McKENZIE, Mike	No
LEESON, Lorie	Yes
GORDON, Rick	Yes
JAGGARD, David	Yes
RUSSELL, Eric	Yes

CARRIED

BYLAW 2019-023 Provision of Public Notice

MOTION: 2019-192

Moved by: Eric Russell

Seconded by: Mike McKenzie

BE IT RESOLVED that Council give first, second, third and final reading to By-law 2019-23 the Provision of Public Notice Bylaw, effective this date.

CARRIED



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9. CONSENT ITEMS

- a) Reports of Officials
- a. Fire Chief
 - i. Disposition of Surplus Assets – Fire Vehicles

MOTION: 2019-193

Moved by: Mike McKenzie

Seconded by: Eric Russell

WHEREAS Council has reviewed the report of the Fire Chief regarding his recommendations on the identification of surplus fire equipment;

AND WHEREAS Council has purchased and is awaiting delivery of the 1999 Freightliner Pumper-Tanker

AND WHEREAS Council has received the recommendation of the Fire Chief regarding the potential purchase of a 1998 Ford Pumper vehicle from the Township of Tiny for \$5,000

BE IT RESOLVED that Council approve the furnishing of the 1999 Freightliner with a used pump with the additional money coming out of the 2019 approved repair budget:

AND BE IT RESOLVED Council would declare the 1987 Ford Pumper and the 1992 EOne Fire Vehicle surplus, upon receipt of the 1999 Freightliner tanker, to be tendered for disposal by public bid;

AND BE IT RESOLVED Council would accept a minimum bid offer of \$5,000 from the South Shore Volunteer Firefighter Association (SSVFA) for both the existing 1987 Ford Pumper and the 1992 EOne Fire Vehicle when tendered for disposal;

AND BE IT RESOLVED that upon receipt of written confirmation of the minimum bid from the SSVFA, that Council authorizes the purchase of the 1998 Ford Pumper from Tiny Township at a price of \$5,000, with thanks to their Council for their assistance and support.

CARRIED

iii. Acquisition of Equipment – Backup Generator

MOTION: 2019-194

Moved by: Eric Russell

Seconded by: Mike McKenzie

WHEREAS Council has reviewed the report of the Fire Chief regarding his recommendations on the purchase and installation of a propane powered generator for the municipal building at the back of the firehall and attached to the existing propane tank;

Be it resolved that quote to supply a 22 kw Generac generator, transfer switch and related accessories totaling \$11,186.94 (including HST) from Terry Addison Electric of Gore Bay be accepted and approved;

AND BE IT RESOLVED that the installation quote of Henderson Electric of \$5,876.00 be accepted and approved.

CARRIED



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- b. Roads Superintendent**
 - i. Acquisition of Equipment**
 - 2. Landfill Compactor**

MOTION: 2019-195

Moved by: Mike McKenzie

Seconded by: Eric Russell

BE IT RESOLVED that the report of the Roads Superintendent be received, and a further report from the Roads Superintendent be provided at the next council meeting;

AND BE IT RESOLVED that he offer \$2,000 for the compactor from Billings Township.

CARRIED

- c. Treasurer**
 - i. Accounts Payable and Reconciliation**
 - ii. Year to Date Budget Comparison**

MOTION: 2019-196

Moved by: Lorie Leeson

Seconded by: Rick Gordon

WHEREAS the Deputy Treasurer has provided the accounts payable listing for June along with a bank reconciliation and year to date expenditure report;

BE IT RESOLVED that Council confirm the accounts payable and receive the bank reconciliation and year to date expenditure report.

CARRIED

- d. Clerk-Administrator**
 - i. Recruitment Process**
 - ii. Discussions with Neighbouring Municipalities**

MOTION: 2019-197

Moved by: Rick Gordon

Seconded by: Lorie Leeson

BE IT RESOLVED that the verbal report of the Acting Clerk-Administrator on the recruitment process and the discussions with neighbouring municipalities be received.

CARRIED



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b) Reports of Boards and Committees

b. Tehkumma Township Public Library Minutes, June 12, 2019

MOTION: 2019-198

Moved by: Rick Gordon

Seconded by: Lorie Leeson

BE IT RESOLVED that the Tehkumma Township Library minutes of June 12, 2019 be received.

CARRIED

c) External Reports

a. Manitoulin Planning Board Meeting Minutes June 25, 2019

b. Board of Health Unapproved Minutes of June 20, 2019 Meeting

MOTION: 2019-199

Moved by: Lorie Leeson

Seconded by: Rick Gordon

BE IT RESOLVED that the external minutes for the Manitoulin Planning Board of June 25, 2019 and the Board of Health of June 20, 2019 be received and filed.

CARRIED

10. REGULAR ITEMS

a) Municipal Policy under Section 270 (1) of the Municipal Act

MOTION: 2019 - 200

Moved by: Rick Gordon

Seconded by: Lorie Leeson

WHEREAS Council is committed to a regular review of its administrative and financial policies on a regular basis;

BE IT RESOLVED that the following policies as presented by staff are adopted by this Council, effective this date:

Staffing Process Policy

Access to Municipal Assets

Procurement Policy

Council - Staff Relations Policy

Accountability and Transparency

CARRIED



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b) 2019-2023 Water and Sewer Rates

MOTION: 2019 - 201

Moved by: Lorie Leeson

Seconded by: Rick Gordon

WHEREAS the Water/Sewer Rates for 2019 have not been set, while first and second quarter bills have been issued based on 2018 rates;

AND WHEREAS staff have provided an analysis of expenditures for maintenance and minor capital items over the last five years;

BE IT RESOLVED that Council approve a 2.5% increase in rates for each year in 2019, 2020 and 2021, notwithstanding any additional or emergency capital needs that arise that may be required to be raised by special assessment on the users of the South Baymouth Water and Sewer System.

CARRIED

c) Landfill Fees - comparison

MOTION: 2019-202

Moved by: Rick Gordon

Seconded by: Lorie Leeson

WHEREAS staff have provided a report relating to area landfill rate comparisons;

BE IT RESOLVED that staff take direction from Council to recommend adjustments to the rates in order to manage landfill use, increase the diversion of recyclable and unwanted landfilling, and bring a revised draft rate schedule and draft amendments to the operating procedures for the landfill at the next meeting of Council.

CARRIED

d) Energy Conservation and Demand Management Plan - DRAFT

MOTION: 2019-203

Moved by: Lorie Leeson

Seconded by: Rick Gordon

WHEREAS staff have drafted an Energy Conservation and Demand Management Plan to comply with Ontario regulations

BE IT RESOLVED that Council adopts this plan and posts it on the website and conveys it to the required regulatory authorities.

CARRIED

11. DEFERRED ITEMS



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12. CORRESPONDENCE

- b. Letter from the Township of Warwick re enforcement for safety on family farms

MOTION: 2019-204

Moved by: Mike McKenzie

Seconded by: Eric Russell

THAT Council supports the letter from Warwick and direct staff to prepare correspondence to be shared with AMO, ROMA and the Minister of Justice and Agriculture and Food.

CARRIED

MOTION: 2019-205

Moved by: Rick Gordon

Seconded by: Lorie Leeson

CARRIED

BE IT RESOLVED that Council receive, note and file the correspondence items a) through e).

CARRIED

13. MOTIONS

MOTION: 2019-206

Moved by: Lorie Leeson

Seconded by: Rick Gordon

BE IT RESOLVED that Council authorize local volunteers to work at maintenance and beautification of the public beach.

CARRIED

MOTION: 2019-207

Moved by: Rick Gordon

Seconded by: Lorie Leeson

BE IT RESOLVED that Special Meeting of Council be scheduled for the purposes of recruitment of a Clerk-Administrator and for other items as identified and posted in advance in the agenda for the following evenings, commencing at 7:00pm

Monday, July 22nd

Tuesday, July 23rd

Thursday, August 1st

Friday, August 2nd

CARRIED

14. CLOSED SESSION



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15. REPORTING OUT OF CLOSED SESSION

16. CONFIRMATORY BYLAW

MOTION: 2019-208

Moved by: Lorie Leeson

Seconded by: Rick Gordon

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 24, as amended, requires a municipal Council to exercise its powers by By-law, except where otherwise required;

AND WHEREAS Council or a Committee of Council often authorizes action to be taken which does not lend itself to an individual By-law;

BE IT RESOLVED THAT BYLAW 2019 – 025 the Confirmatory Bylaw, be given a First, Second, Third and final reading as attached and passed as of this date.

CARRIED

17. ADJOURNMENT

MOTION: 2019-209

Moved by: Lorie Leeson

Seconded by: Rick Gordon

WHEREAS the business of the Regular Meeting has concluded;

BE IT RESOLVED THAT this meeting be adjourned at 10:22 pm until the next regular meeting or at call of the chair or a majority of Council members.

CARRIED

CHAIR: Reeve David Jaggard

ACTING CLERK-ADMINISTRATOR:
Roy Hardy

In Attendance

Daisy MOISE

Robert MOISE

Warren SCHLOTE, *Manitoulin Expositor*