

**TOWNSHIP OF MACHAR  
MINUTES – REGULAR MEETING  
Monday, June 22, 2020**

**Call to Order, Disclosures of Pecuniary Interest and the General Nature Thereof; Councillor Blair Flowers with respect to 5. due to supply of A Gravel.**

Council present: Mayor Lynda Carleton, Deputy Mayor Ron McLaren, Blair Flowers and Bart Wood. Councillor Neil Scarlett was absent with notice due to illness. Staff present: Clerk Administrator Brenda Paul.

**KPMG Service Delivery Review Update**

Chas Anselmo, Engagement Manager, joined the meeting by teleconference. He will be responsible for the development of all deliverables and key presentations to Council and other stakeholders. Chas is a Senior Manager in KPMG's Advisory Practice in Sudbury, with extensive experience in the areas of municipal operations and processes. Prior to KPMG, Chas was with the Ministry of Municipal Affairs and Housing for 6 years with 4 years serving as the Advisor for municipalities in the District of Parry Sound. Chas gave a presentation detailing the Service Delivery Review approach, municipal comparators, perspectives and next steps. Timeline indicates we're ahead of schedule, and the plan is to complete the review per the Province's original deadlines, rather than the recently announced extended deadlines. Services may be categorized as Mandatory, Essential, Traditional, and Other Discretionary and the details of each were provided. Enhanced customer service demands to municipalities are increasing due to new residents and shifting demographics (from the city to rural). A sample profile to determine efficiency and effectiveness enhancements, service level adjustments, cost recoveries, and alternate service delivery, as well as a sample process map were reviewed. Municipal comparators and perspectives were reviewed. Benchmarking against others whether taxation or service levels has both benefits and risks; it assumes that all variables are the same (and they're not), it assumes that other communities are right (and they may not be). Expectations for significant operating cost savings may need to be tempered. Next steps are to commence the jurisdictional analysis and conduct working sessions with Township staff to validate service profiles and discuss the potential for change. A question and answer period followed. Joint services and agreements will be part of the review.

**BUSINESS**

**1. Adoption of Jun 8, 2020 minutes, Resolution**

**90-20 Flowers, Wood**

THAT we adopt Jun 8, 2020 minutes. CARRIED

2 rezoning matters are currently with our planner. The Clerk Administrator has prompted and updates are currently scheduled for Jul 13, 2020. Their office is working remotely due to Covid-19.

**2. Moth provides a new weapon in the battle against phragmites**

Article reviewed. Eagle Lake Conservation Association Phragmites Removal Working Group has decided to organize a cutting and removal program for this year despite the threat posed by Covid-19 indicating now that there is some level of control, they don't want to skip a year and allow the phragmites to start spreading again. Notice outlines the plan in more detail and describes how they plan to protect the volunteers. The ELCA values the positive working relationship with the Township and has written requesting that Council authorize municipal staff to assist with the 2020 program. Ideally this would involve posting the notice on the Machar website, allowing volunteers to register by telephone at the municipal office, shutting the public boat launch on the morning of Sat, Jul 25 and shutting off part of the parking lot at the Narrows the morning of the following day. In addition, it would be extremely helpful if municipal staff and the Machar truck are available to help with the loading and transport of the phragmites to the Landfill. The Clerk Administrator requested the Municipal Office be the secondary contact for registration due to staffing limitations. Council agreed and instructed the dates be provided to the Superintendent of Public Works to determine

department schedule and availability. Reply to be sent to ELCA and this item to be placed on next Public Works Committee agenda for update and review of items required.

**3. Blue Sky Net releases The Speed of Northern Ontario Broadband Report**

Many residents throughout rural Canada have limited access to affordable high-speed internet. It has never been so evident as during the Covid-19 crisis. This is mainly because the investment needed to install and operate internet infrastructure is expensive, and there is uncertainty with telecommunication providers' ability to return that investment. Key findings of the report show that 4,330 speed tests were run in Northern Ontario over 5 years. The average download speed was just under 9 Mbps and upload is 5 Mbps. Recently, Blue Sky has partnered with CIRA's Internet Performance Test to collect the most detailed information relating to Northern Ontario's internet speeds. Viewers of the report are urged to continue taking speed tests at their locations by visiting [www.ic.gc.ca/eic/site/139.nsf/eng/home](http://www.ic.gc.ca/eic/site/139.nsf/eng/home). Results of these tests will go directly to the government department of Industry Canada where speed test data is analyzed for use with funding programs. The interactive report can be found at [www.connectednorth.ca/speed-test-report](http://www.connectednorth.ca/speed-test-report).

**4. Expression of Interest in Land 4-224, Resolution**

Discussed. No interest in selling at this time.

**COMMITTEES**

**5. Machar Public Works minutes of Jun 11, 2020, Resolution**

Reviewed. Dry hydrants are not priority in lieu of budget constraints and Covid-19 unknowns. Several customer difficulties are occurring at the Landfill. There is no smoking on the property, no dogs running at large on the property, and no salvaging. Corrective actions have been initiated. Entry fee for non-residents discussed and needs review. The amount currently being charged is reflective of what our taxpayers cost based on 2018 Financial Statements. The fee to non-residents should be increased. Landfill disposal fees to be reviewed at next Public Works Committee meeting.

**91-20 McLaren, Wood**

THAT we accept Public Works minutes of Jun 11, 2020; including awarding of tenders as follows: Granular "A" to 1447313 Ontario Ltd for the sub total price of \$103,200, Winter Sand to Miron Top Soil for the sub total price of \$24,150, Micro-Surface Treatment to Duncor Enterprises Inc for the sub total price of \$402,052, and Snowplow to Freightliner North Bay for the sub total price of \$279,949.02 per bid evaluation. CARRIED

**6. Shared Services Monthly Reports for May; Arena, Culture & Rec, Fire**

Reviewed: Arena Income Statement, AP Ledger, Culture and Recreation Income Statement, Fire Chief's Jun Report, Fire Income Statement and AP Ledger. Arena Manager's Report to follow.

**7. Audited Statement of Accounts 2019; Fire, Arena, Culture & Rec**

Updated figures reflect; Fire \$51,613.34 Surplus to Reserve, Arena \$2,756.76 Surplus to be refunded, Culture and Recreation \$825.97 Balance Owing to be paid. Mayor Carleton queried the large Fire Surplus and Deputy Mayor McLaren commended the many Culture and Recreation programs provided at such a minimal cost.

**8. South River Machar Arena minutes of Jun 11, 2020, Resolution**

**92-20 Wood, McLaren**

THAT we acknowledge Arena minutes of Jun 11, 2020. CARRIED

Difficult discussion ensued regarding South River Clerk Administrator Report on Arena Budget and 5 Scenarios provided. Library and Arena Notes to the Financial Statements were discussed. The Subsequent Events section for the Arena indicates "Should the closure continue into the Summer,

the organization expects a reduction in 2020 revenue of approximately \$50,000 per month.” The Ice Rental revenue line of known loss = \$108,500. There will be some operational savings, but the other losses and further impacts of Covid-19 aren’t known. The scenarios begin with the anticipated savings known with 1 less part time position and operating cost savings until the earliest possible resumption of service Oct 1, 2020. Each scenario thereafter shows the effect of each additional layoff for the months of Jul and Aug. Each scenario includes and excludes recovering \$35,066 of the known revenue loss. Council selected Scenario 4 from the 5 provided by South River Clerk Administrator feeling this was the decision that had to be made ethically, responsibly and fiscally. The Scenario reflects a Net Variance of -11,120 or 569 with no recovered revenue. The Township approved \$86,206 for Arena in 2020, our overall budget has been set and tax rates are locked in.

**9. South River Machar Library minutes of Jun 2 and 12, 2020, Resolution**

**93-20 Flowers, McLaren**

THAT we acknowledge Library minutes of Jun 2 and 12, 2020. CARRIED

Mayor Carleton advised the \$200 loss per month due to Covid-19 will be recovered within budget by not hiring a Summer Student. The Library is hiring for a Library Assistant as an employee is leaving.

**10. Joint Building Committee Permit Summaries for May, Resolution**

Activity is down overall in comparison to last year, however Machar numbers are strong, 1 of 2 with the highest number of permits issued of 7 municipalities and we have the highest project values.

**94-20 Wood, Flowers**

THAT we accept Building Permit Summaries for May 2020. CARRIED

**11. District of Parry Sound Social Services Admin Monthly Report Jun 2020**

Covid-19 still occupies much of their time as they start to plan for reopening their doors and re-engaging face to face with clients. The planning process involves all aspects of what they do. They’re close to announcing their new CAO.

**INFORMATION**

- 12. Grey County Resolution** – letter to Premier Ford – Broadband Access, representing residents and business owners alike, call to action to champion the implementation of broadband in the unserved and under-served areas of Grey County
- 13. Municipality of McDougall Resolution** – is in agreement with the opinion of FONOM that the current DSSABs would not be the best solution for overseeing the Northern OPP Detachments
- 14. Town of Orangeville Resolution** – that the Mayor write to the Solicitor General to encourage common training requirements for all members of Police Services in Ontario as it relates to diversity, empathy and use of force
- 15. Municipality of Chatham-Kent Letters – 1)** the importance of psychosocial and emotional well being of all long-term care and retirement home residents, people living in LTC and RHs depend completely on interactions with staff, visitors, volunteers, and other residents to fulfill their social and emotional needs, losing any one of these groups impacts residents in ways that are difficult to measure quantitatively but qualitatively we see it in residents’ eyes each day, the exclusion of non-essential visitors has left a tangible hole in the lives of residents, recommendation presented from LTC and RH partners; despite fervent efforts and commitment from LTC team members to protect residents from the negative physical outcomes of Covid-19, the psychosocial and emotional impacts remain ignored and under-resourced, ask that immediate attention and allocated resources be applied to LTC homes to support the psychosocial and emotional wellbeing of residents, imagine the new reality when a group of team members (comprised of essential visitors and/or dedicated staff) is incorporated into every LTC home to exclusively provide avenues/programs/opportunities for psychosocial and emotional support, residents will experience multiple weekly virtual visits using iPads, tablets or cell phones with friends and family members, and even amongst themselves, providing peer to peer support, **2)** support the government’s LTC Commission and ask that it remain non-partisan and be independent of owners and operators, asking for an impartial review of current

best practices in both private and publicly operated homes, also requesting the Commission be tasked with recommending best practice standards of care, and accountability protocols regarding documentation, peer reviews, and resident/family reviews

- 16. OPP Commissioner's Office** – Message from Commissioner Carrique to reiterate again that racism and racial discrimination have no place in policing
- 17. AMO Watchfile Jun 4, 2020 In This Issue**
- COVID-19 resources.
  - 2020-2022 AMO Board of Directors - Call for Nominations.
  - Resolutions on Blue Box Transition due by June 30.
  - Register for Blue Box webinar on June 9.
  - Celebrate Accessibility Week.
  - Apply for an AMO Federal Gas Tax Award!
  - Deliver municipal services efficiently with digital solutions.
  - Ontario government launches broadband fund
  - On-site and excess soil management webinar.
  - Update on AMO's groundbreaking Virtual Conference.
  - AMO launches Virtual 2020 Exhibit Hall!
  - Communications through COVID-19.
  - Energy reporting deadline extended due to COVID-19.
  - LAS is on YouTube.
  - Group buying COVID-19 updates, PPE, and custom offerings.
  - Road & Sidewalk Assessment - 80-90% funding available.
  - Municipal participation is KEY to #ProjectMapleLeaf - eradicate human trafficking!
  - Careers with TRCA, Peel Region and Niagara-on-the-Lake.
- 18. AMO Watchfile Jun 11, 2020 In This Issue**
- COVID-19 resources.
  - 2020-2022 AMO Board of Directors - Call for Nominations.
  - Resolutions on Blue Box Transition due by June 30.
  - Submit request to meet with ministers and parliamentary assistants at AMO 2020.
  - Update on AMO's groundbreaking Virtual Conference.
  - AMO launches Virtual 2020 Exhibit Hall!
  - Communications through COVID-19.
  - Energy reporting deadline extended due to COVID-19.
  - Improve productivity through better lighting!
  - Energy Training during social distancing.
  - Short Term Rental Toolkit survey.
  - Webinar: Cramahe Township on achieving efficiencies for smaller organizations.
  - Careers with MTO, Goderich, Ottawa, Simcoe, Wellington, and Cobourg.
- 19. FCM (Federation of Canadian Municipalities) Voice** – Emergency funding calls gain traction, 2019 National Measures Report: Communities making a difference, Join FCM on Instagram, more
- 20. The Great Trail of Canada; Trail Talk Jun 2020** – What we're doing to ensure trails are for all, This International Trails Day tell your #TrailsForAll story, Judith Kasiama on diversity and healing in nature, Covid-19 our national guidelines for responsible trail management and visitation
- 21. Municipal World Jun 2020** – How virtual care can improve health care, Adopting a pandemic friendly approach to shared green spaces, The case for requiring the use of masks, Municipal role in Canada's economic recovery
- 22. Jun news from the Ontario Heritage Trust** – Up front Beth Hanna CEO of the Ontario Heritage Trust, Sharing Indigenous voices, MyOntario: A conversation with the people of Ontario, Expanding the narrative, provincial plaques, Trust raises more than 65% of its funding
- 23. Near North Palliative Care Network 11<sup>th</sup> Annual Butterfly Release** – Sat, Jul 11 from 12-1pm exclusively online on NNPCN facebook page from the gardens of St. Joseph Motherhouse, N Bay, the Live Butterfly Release is their main fundraising event, to donate: phone 705-497-9239, email [office@nnprcn.com](mailto:office@nnprcn.com)

#### **95-20 Wood, Flowers**

THAT we support 12. Grey County Resolution – letter to Premier Ford – Broadband Access, representing residents and business owners alike, call to action to champion the implementation of broadband in the unserved and under-served areas in Ontario. CARRIED

#### **INFORMATION – COVID-19**

- 24. North Bay Parry Sound District Health Unit moves to Stage 2** – 1 of 24 public health regions scheduled to start on Jun 12 at 12:01 am, businesses and services allowed to reopen with proper health and safety measures in place
- 25. Almaguin Highlands Chamber of Commerce** - \$57 m Investment in Digital Main Street will Help Businesses Reopen, Recover and Grow Long after Covid-19; the Ontario government in partnership

with the Federal government is helping small businesses reach more customers through the Ditial Main Street platform, Fedex Financial support for your small business when you need it most, offering a total of 30 - \$5,000 grants to small businesses that have been affected by Covid-19 to help ease financial pressures, provide more resources and to help keep your business moving forward, whether you're looking to refresh your business model, moving to selling and shipping online, replenishing inventory, or simply needing to pay monthly expenses, applying for a grant is simple and should take no more than 10 minutes, deadline is Jun 30, link available

- 26. ACED (Almaguin Community Economic Development) Resolution** – recommends the formation of a Covid-19 Recovery Task Force that will encourage regional participation in the creation of a Covid-19 recovery plan, the Board recommends that councils consider appointing representatives (municipal, business or community) to participate in the task force
- 27. MPAC (Municipal Property Assessment Corporation) Property Inspections Resume Jun 15** – in Mar paused all property inspections to protect the health and safety of employees and slow the spread of Covid-19, since that time found innovative ways to collect data to help inform impartial assessments while developing new guidelines and practices to ensure can complete property inspections safely, gradually resuming exterior inspections on Jun 15 beginning with communities serviced by Kingston, Hamilton, Barrie and Timmins MPAC assessment offices, before beginning any inspections, employees will be required to complete mandatory personal protective equipment (PPE) training and a daily Covid-19 self-assessment, as well as strictly observe health and safety guidelines around physical distancing when conducting inspections, employees will not seek out interactions with property owners by requesting to enter a property, nor will they be knocking on doors, measuring structures or entering buildings, verbal interactions will be reactive only, MPAC offices remain closed to the public and employees
- 28. Muskoka Algonquin Healthcare News Release – Gradual Resumption of Elective Surgeries Underway at MAHC** – effective this week (Thu, Jun 11) procedures that were stopped mid March when hospitals were directed to stop non-urgent procedures as part of the preparative response to the Covid-19 pandemic, first phase of a measured return to service plan
- 29. Fednor Outreach** – Eligibility criteria adjusted for Northern Ontario Covid-19 fund for Regional Relief and Recovery Fund (RRRF) affecting businesses, Indigenous organizations, as well as a variety of not-for-profit organizations and associations
- 30. Minister Lisa MacLeod's Next Teletownhall Jun 10, 2020 (rec'd Jun 9)** – 6<sup>th</sup> telephone town hall to discuss the government's response to Covid-19
- 31. The Business Centre Nipissing Parry Sound Canada Emergency Wage Subsidy Webinar Jun 24 1-2 pm** – virtual event, limited spots available
- 32. OPP (Ontario Provincial Police) MPB (Municipal Policing Bureau) Financial Services Unit** – taking steps to change the manner in which some municipal revenue generating services are processed and paid for, limited the processing of routine security checks by detachment staff, new procedure for processing emergent security checks that reduces the risk to applicants and improves on the efficiency, online submission, centralizing the vetting, providing applicants access to a paperless payment method, provincial Point of Sale machines, security check revenue is tracked to ensure these funds are allocated to the municipality where the applicants reside
- 33. Sylvia Jones Solicitor General** – Ontario Provincial Police invoices, due to the disruption caused by the Covid-19 pandemic, unexpected issues were encountered with the issuance of OPP related billing statements, as a result, municipalities receiving policing services from the OPP did not receive invoices for Mar, Apr and May 2020, the government will be providing municipalities with an extended 90 day payment timeline to make these payments, invoices will be issued shortly, regular invoicing schedule will resume as of Jun 2020
- 34. Minister of Municipal Affairs** – dear Heads of Council/Clerks and CAOs thank you for your support, appreciate that the current situation for municipalities is not business as usual, all municipalities have had to make adjustments to adapt to new priorities and shifting ways of doing business, acted quickly to legislate changes to the Planning Act and make the necessary regulation to suspend decision making timelines, intent to end the temporary suspension as of Jun 22, understand the safety of constituents must remain a priority and that there are certain provincial restrictions in place regarding public gatherings, encourage you to continue to use electronic and virtual channels as appropriate to engage and provide the public with an opportunity to make representations on planning matters while following the advice of Ontario's Chief Medical Officer of Health
- 35. AMO Covid-19 Update – Child Care and Patio Extensions** – Child Care Reopening Plan, emergency care will end Jun 26 as child care centres are permitted to reopen at reduced capacity (fewer children), mandatory training, reporting, and support will be provided by local Medical Officers of

Health, new measures to support those who have liquor sales licenses to be able to temporarily extend their patios using public health measures once able to safely open for business, not required to apply to the Alcohol and Gaming Commission of Ontario or pay a fee to temporarily extend their patio or add a temporary new licensed patio

**36. AMO Covid-19 Update – Stage 2 Re-openings, Masks and Pandemic Pay** – additional public health unit regions allowed to move into Stage 2 on Fri, Jun 19, 2020 at 12:01 am

- **Durham Region Health Department;**
- **Haldimand-Norfolk Health Unit;**
- **Halton Region Health Department;**
- **Hamilton Public Health Services;**
- **Lambton Health Unit;**
- **Niagara Region Public Health Department; and**
- **York Region Public Health Services.**

These are in addition to the 24 public health regions that entered Stage 2 on Jun 12, 2020. City of Toronto, Peel Region and Windsor-Essex County will remain in Stage 1 under ongoing assessment until trends of key public health indicators demonstrate readiness to move into Stage 2. The Province has indicated that each Mon, they will provide updates on the status of re-openings for the following Fri. Last week, AMO wrote to the Prime Minister urging the Government of Canada to heed the Premier's urgent call for immediate financial assistance with municipal operational costs. *Contrary to some recent media reports, municipal governments are not able to order the public's mandatory use of masks, local Medical Officers of Health do have the legal ability to make such an order.* Temporary pandemic pay will be provided to eligible operators that are party to a Letter of Agreement for Ministry Direct Funding to Long Term Care Homes.

**37. AMO Covid-19 Update – Readiness Toolkit, Resumption of Land Use Planning Timelines, and Masks (Clarification)** – new guide is designed to help employers create a workplace safety plan, includes information on the use of face coverings, personal protective equipment, as well as applying appropriate controls in the workplace, timelines under the Planning Act will resume as usual, *after some additional discussion and information provided since yesterday's update, need to correct statement on whether municipal governments can order the public's mandatory use of masks, what they should have said was that at the local level there is greater certainty, or at least less potential for challenges, if it was the Medical Officer of Health using their powers than the creation of a municipal by-law under the broad municipal powers, the legislation doesn't say you can't do this, but it doesn't say you can, as always it is prudent to seek legal advice in the development of such a by-law*

**38. FCM (Federation of Canadian Municipalities) Voice – PM (Prime Minister) announces funding for safe re-start** - \$14 b in federal funding provided to provinces and territories, some of which will go to supporting local governments, FCMs Sustainable Communities Conference is going virtual, Mayors publish op-eds on emergency funding, The international local government response to Covid-19, How GMF (Green Municipal Fund) tackles environmental and economic challenges, Reminder: Global Covenant of Mayors in Canada webinar, A week of GMF webinars, Tree Canada's #OperationReLeaf – Emerald Ash Borer program accepting applications until Jun 15 (newsletter rec'd Jun 8 at 4:33 pm)

#### **ADDITIONAL/ROUND TABLE/NOTICE OF MOTION**

##### **AMO Updated Resolution on Transition to Full Producer Responsibility**

Of particular note is that the Ministry of the Environment, Conservation and Parks recently proposed not making it mandatory for producers to pick up from populations less than 5,000 public spaces and parks post-transition.

##### **96-20 Wood, McLaren**

THAT we support AMO call for Action to pass a Resolution about the Transition of the Blue Box to Full Producer Responsibility,

THAT the Township of Machar strongly advocates for language to be included in the regulation that ensures municipalities under 5,000 continue to receive Blue Box servicing as was agreed as part of the Provincial government's Blue Box mediation as well as schools and public spaces. CARRIED

#### **CLOSED SESSION**

**97-20 Flowers, Wood**

THAT we proceed into Closed Session in order to address a matter pertaining to; personal matters about an identifiable individual, including municipal or local board employees. Time 8:13 pm. CARRIED

**98-20 Wood, McLaren**

THAT we come out of Closed Session. Time 8:32 pm. CARRIED

**ADJOURN**

**99-20 Flowers, McLaren**

THAT we give 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and final reading to Confirming By-Law and that we adjourn until our Regular meeting scheduled for Mon, Jul 13, 2020. CARRIED

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Mayor Lynda Carleton

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Clerk Administrator Brenda Paul, AMCT

**BP.**