



# AGENDA

## Regular Council Meeting

Tuesday, May 16, 2023

5:40 PM

Council Chambers/Zoom

Please visit the [TKL YouTube Channel](#) for the live-stream of the meeting.

We acknowledge that the Town of Kirkland Lake is located on the traditional territory of Algonquin peoples including the Beaverhouse First Nation, and unceded territory of other indigenous peoples.

We recognize the presence of the Algonquin, Anishanabai, Ojibwe, Cree and Métis people in our community since time immemorial and honour their stewardship and care of these lands.

We hereby affirm our continued commitment and responsibility to reconciliation.

### 1. CALL TO ORDER AND MOMENT OF SILENCE

### 2. APPROVAL OF THE AGENDA

#### *RECOMMENDATION:*

**THAT** the Agenda for the Regular Meeting of Council held on Tuesday, May 16, 2023 be approved as circulated;

**AND FINALLY THAT** Section 15 of the Town of Kirkland Lake's Procedural By-Law No.15-075, as amended, be suspended to allow for a recess to hold a Public Meeting prior to commencement of business noted in Item 6. Reports of Municipal Officers and Communications.

### 3. DECLARATION OF PECUNIARY INTEREST

### 4. PETITIONS AND DELEGATIONS

None.

### 5. ACCEPTANCE OF MINUTES AND RECOMMENDATIONS

5.1. [Minutes - Council - May 2, 2023](#)

*RECOMMENDATION:*

**THAT** Council approve the minutes of the following meetings:

- Minutes of the Regular Meeting of Council held Tuesday, May 2, 2023.

5.2. [Minutes - KLEDC - February 23, 2023](#)

*RECOMMENDATION:*

**THAT** Council adopt the minutes of the following meetings:

- Minutes of the Kirkland Lake Economic Development Committee dated February 23, 2023.

5.3. [Minutes - KLDCC - January 17, 2023](#)

[Minutes - KLDCC - February 7, 2023](#)

[Minutes - KLDCC - March 7, 2023](#)

[Minutes - KLDCC - April 4, 2023](#)

[Minutes - DTSSAB - March 22, 2023](#)

[Minutes - THU - April 5, 2023](#)

*RECOMMENDATION:*

**THAT** Council receive the minutes of the following meetings:

- Minutes of the Kirkland Lake District Chamber of Commerce Board of Directors held January 17, 2023, February 7, 2023, March 7, 2023 and April 4, 2023;
- Minutes of the District of Timiskaming Social Administration Board of Directors held March 22, 2023; and
- Minutes of the Timiskaming Health Unit Board of Health held April 5, 2023.

## 6. REPORTS OF MUNICIPAL OFFICERS AND COMMUNICATIONS

6.1. Town of Kirkland Lake Student Bursary Policy

Alan Smith, Chief Administrative Officer

[2023-CAO-007](#)

*RECOMMENDATION:*

**THAT** Report Number 2023-CAO-007 entitled “**Town of Kirkland Lake Student Bursary Policy**” be received;

**AND THAT** Council approve CORP2023-001 Student Bursary Policy;

**AND FINALLY THAT** CORP2023-001 Student Bursary Policy be inserted in the Corporate Policy Manual.

6.2. Request to Purchase part of Mining Claim 16478, being PIN 61228-1875

Brook-Lynn Rozon, Acting Planning Administrator

[2023-DEV-022](#)

*RECOMMENDATION:*

**THAT** Report Number 2023-DEV-022 entitled “**Request to Purchase part of Mining Claim 16478, being PIN 61228-1875**” be received for information.

6.3. Decommission of the Swastika Wastewater Treatment Plant – Amending Agreement No.3

Stephane Fortin, Director of Public Works

[2023-PW-008](#)

*RECOMMENDATION:*

**THAT** Report Number 2023-PW-008 entitled “Decommission of the Swastika Wastewater Treatment Plant – Amending Agreement No.3” be received;

**AND THAT** Council authorize the Mayor and Municipal Clerk to enter into Agreement No. 3 with His Majesty the King in Right of Ontario through Ontario’s Minister of Infrastructure with respect to Project SCF-590 Decommissioning the Swastika Wastewater Treatment Plant:

a) to extend the Completion Date noted in Agreement No. 2 to March 31, 2023; and

b) to extend the Termination Date noted in the Transfer Payment Agreement to March 31, 2024.

**AND FINALLY THAT** an execution by-law be brought forward for three readings on May 16, 2023.

**7. CONSIDERATIONS OF NOTICES OF MOTIONS**

None.

**8. INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS**

8.1. **By-Law #23-035**

[23-035 Execution By-Law \(PMC - HONI\)](#)

*RECOMMENDATION:*

**THAT** the following by-law be read, numbered, passed, signed by the Mayor and the Municipal Clerk, and the Seal of the Corporation be affixed thereto;

**By-Law Number 23-035**, being a by-law to authorize the execution of documents related to the sale of Part of Mining Claim 16478, being PIN 61228-1875 to Hydro One Networks Inc.

8.2. **By-Law #23-036**

[23-036 Execution By-Law \(Ammendment No. 3 - MOI\)](#)

*RECOMMENDATION:*

**THAT** the following by-law be read, numbered, passed, signed by the Mayor and the Municipal Clerk, and the Seal of the Corporation be affixed thereto;

**By-Law Number 23-036**, being a by-law to authorize the execution of an amending agreement between the Ontario Minister of Infrastructure for Project SCF-590 Decommissioning the Swastika Wastewater Treatment Plant.

**9. QUESTIONS FROM COUNCIL TO STAFF**

None.

## 10. NOTICE(S) OF MOTION

10.1. Councillor Dickens - Public Transit for Kirkland Lake

## 11. COUNCILLOR'S REPORTS

11.1. Updates from Members of Council

*RECOMMENDATION:*

**THAT** the verbal updates from members of Council be received.

## 12. ADDITIONAL INFORMATION

None.

## 13. CLOSED SESSION

None.

## 14. MATTERS FROM CLOSED SESSION

None.

## 15. CONFIRMATION BY-LAW

15.1. **By-Law #23-037**

[23-037 Confirming Proceedings - May 16, 2023](#)

*RECOMMENDATION:*

**THAT** the following by-law be read, numbered, passed, signed by the Mayor and Municipal Clerk, and the Seal of the Corporation be affixed thereto;

**By-Law Number 23-037**, being a by-law to confirm the proceedings of Council at its meeting held Tuesday, May 16, 2023.

## 16. ADJOURNMENT

*RECOMMENDATION:*

**THAT** this Regular Meeting of Council do now adjourn at \_\_\_\_PM.



# MINUTES

## Regular Council Meeting

Tuesday, May 2, 2023  
4:40 PM  
Council Chambers/Zoom

The Regular Council Meeting of the Town of Kirkland Lake was called to order on Tuesday, May 2, 2023, at 4:40 PM, in the Council Chambers/Zoom, with the following members present:

Present: Mayor Stacy Wight, Councillor Janice Ranger, Councillor Lad Shaba, Councillor Casey Owens, Councillor Dolly Dickens, Councillor Rick Owen, and Councillor Patrick Kiely

Staff: Chief Administrative Officer Alan Smith, Director of Economic Development Wilfred Hass, Director of Community Services Bonnie Sackrider (4:40 - 5:49 PM), Director of Long-Term Care and Senior Services Tanya Schumacher (4:40 - 6:06 PM), Municipal Clerk Jennifer Montreuil, Executive Assistant to CAO/Deputy Clerk Amberly Spilman, Director of Public Works Stephane Fortin (4:40 - 6:06 PM), Acting Planning Administrator Brook-Lynn Rozon (4:40 - 6:17 PM), Director of Corporate Services Shawn LaCarte, and Treasurer Lloyd Crocker

### 1. CALL TO ORDER AND MOMENT OF SILENCE

Mayor Wight called the meeting to order and requested a moment of silence.

### 2. APPROVAL OF THE AGENDA

Moved by: Councillor Janice Ranger  
Seconded by: Councillor Lad Shaba

**BE IT RESOLVED THAT** the Agenda for the Regular Meeting of Council held on Tuesday, May 2, 2023 be approved as circulated.

**CARRIED**

### 3. DECLARATION OF PECUNIARY INTEREST

Mayor Wight requested those present to declare any pecuniary interests with matters appearing on the open session agenda.

Councillor Ranger declared conflicts with the following:

- Item 6.4 entitled **Community Grant Funding Application - Rotary Club of Kirkland Lake** as "*I am a Rotarian.*"; and
- Item 7.1 entitled **Northern College Skills Development Form of Funding** as "*I am an Employee of Northern College.*".

Councillor Dickens declared a conflict with Item No. 7.1 entitled **Northern College Skills Development Form of Funding** as *"I am an employee of Northern College."*

Mayor Wight declared a conflict with Item No. 6.3 entitled **Community Grant Funding Application - Royal Canadian Legion Branch 87** as *"I was sworn in as a Legion Member on Friday, April 28 and as such do not wish to vote on this item due to my affiliation with this group."*

#### **4. PETITIONS AND DELEGATIONS**

**4.1. Karen Armstrong & Leo Kataquapit - Community Living Kirkland Lake Update**

Moved by: Councillor Casey Owens  
Seconded by: Councillor Dolly Dickens

**BE IT RESOLVED THAT** the delegation entitled "**Community Living Kirkland Lake Update**" be received for information.

**CARRIED**

**4.2. Janice Martell - McIntyre Powder Project Update**

Moved by: Councillor Rick Owen  
Seconded by: Councillor Patrick Kiely

**BE IT RESOLVED THAT** the delegation entitled "**McIntyre Powder Project Update**" be received for information only.

**CARRIED**

#### **5. ACCEPTANCE OF MINUTES AND RECOMMENDATIONS**

**5.1** Moved by: Councillor Janice Ranger  
Seconded by: Councillor Lad Shaba

**BE IT RESOLVED THAT** Council approve the minutes of the following meetings:

- Minutes of the Regular Meeting of Council held April 18, 2023.

**CARRIED**

**5.2** Moved by: Councillor Casey Owens  
Seconded by: Councillor Rick Owen

**BE IT RESOLVED THAT** Council adopt the minutes of the following meetings:

- Minutes of the Kirkland Lake Museum Advisory Committee held June 1, 2022 and August 3, 2022.

**CARRIED**

- 5.3** Moved by: Councillor Dolly Dickens  
Seconded by: Councillor Patrick Kiely

**BE IT RESOLVED THAT** Council receive the minutes of the following meetings:

- Minutes of the Kirkland Lake Public Library Board held February 16, 2023;
- Minutes of the Timiskaming Municipal Association held January 26, 2023 and March 30, 2023; and
- Minutes of the Kirkland Lake Police Services Board held February 8, 2023.

**CARRIED**

## **6. REPORTS OF MUNICIPAL OFFICERS AND COMMUNICATIONS**

- 6.1.** 2023-24 Connecting Links Program Funding Announcement  
Stephane Fortin, Director of Public Works

Moved by: Councillor Rick Owen  
Seconded by: Councillor Patrick Kiely

**BE IT RESOLVED THAT** Report Number 2023-PW-005 entitled “2023-24 Connecting Links Program Funding Announcement – Kirkland Lake Project” be received;

**AND THAT** the Mayor and Municipal Clerk be authorized to execute a Contribution Agreement and any related amendments proposed in favor of the municipality without detrimental financial impact, with the Ministry of Transportation, or designate, for funding under the Connecting Links Program towards resurfacing of Government Road (Hwy 66) including pedestrian crosswalk improvements at Burnside Dr. (the project);

**AND THAT** Council approve the municipal portion (10%) of 2023 Stage 1 projected costs in the issuance of a Request for Proposal (RFP) for engineering services in relation to the said project;

**AND THAT** the municipal portion of the project (to a maximum of \$5,000.00) be allocated in the Public Works Department’s portion of the 2023 Operating Budget.

**AND FINALLY THAT** an execution by-law in relation to the Contribution Agreement be brought forward at a later date.

**CARRIED**

- 6.2.** Community Improvement Plan Funding Application - 3 Government Road East  
Wilfred Hass, Director of Economic Development

Moved by: Councillor Casey Owens  
Seconded by: Councillor Janice Ranger

**BE IT RESOLVED THAT** Report Number 2023-DEV-018 entitled “**Community Improvement Plan Funding Application – 3 Government Road East**” be received;

**AND FINALLY THAT** Council approve \$2,086.00 in funding be drawn from the Community Improvement Plan Reserve, being 50% of eligible costs for building renovations and improvements to 3 Government Road East.

**CARRIED**

- 6.3.** Community Grant Funding Application - Royal Canadian Legion Branch 87  
Wilfred Hass, Director of Economic Development

Having declared a conflict, Mayor Stacy Wight removed herself from Council Chambers at 5:09 PM.

Councillor Owens took the Chair at 5:09 PM.

Moved by: Councillor Janice Ranger  
Seconded by: Councillor Patrick Kiely

**BE IT RESOLVED THAT** Report Number 2023-DEV-19 entitled “Community Grant Funding Application – Royal Canadian Legion Branch 87” be received;  
**AND THAT** Council approve funding in the sum of \$1,500.00 in support of the Legion’s request for financial assistance related to commemorative pole banner installation and removal;

**AND THAT** Administration bring forward an Information Report with costing options associated with the Town’s Pole Banner Policy, specifically regarding the Royal Canadian Legion;

**AND FINALLY THAT** the grant be drawn from the Community Grants Program as included in the Economic Development Division’s portion of the 2023 Operating Budget

**CARRIED AS AMENDED**

Mayor Stacy Wight returned to the Council Chambers at 5:20 PM and resumed as Chair.

Having declared a conflict, Councillor Ranger removed herself from Council Chambers at 5:21 PM.



- 6.4.** Community Grant Funding Application - Rotary Club of Kirkland Lake  
Wilfred Hass, Director of Economic Development

Moved by: Councillor Casey Owens

Seconded by: Councillor Rick Owen

**BE IT RESOLVED THAT** Report Number 2023-DEV-020 entitled “**Community Grant Funding Application – Rotary Club of Kirkland Lake**” be received;  
**AND THAT** Council approve funding in the sum of \$5000.00 in support of Rotary’s request for financial assistance related to the 2023 Canada Day celebrations;  
**AND FINALLY THAT** the grant be drawn from the Community Grants Program as included in the Economic Development Division’s portion of the 2023 Operating Budget.

**CARRIED**

Councillor Ranger returned to the Council Chambers at 5:23 PM .

- 6.5.** Proposed Updates to Town of Kirkland Lake User Fees  
Jennifer Montreuil, Municipal Clerk

Moved by: Councillor Janice Ranger

Seconded by: Councillor Lad Shaba

**BE IT RESOLVED THAT** Report Number 2023-CLK-009 entitled “Proposed Updates to Town of Kirkland Lake User Fees” be received;  
**AND FINALLY THAT** a Public Meeting be held on Tuesday, May 16, 2023 at 5:40 PM.

**CARRIED**

Councillor Owens took the Chair at 5:35 PM.

Having declared a conflict, Councillors Dickens and Ranger removed themselves from Council Chambers at 5:35 PM.

## **7. CONSIDERATIONS OF NOTICES OF MOTIONS**

- 7.1.** Mayor Stacy Wight - Northern College Skills Development Form of Funding

Moved by: Mayor Stacy Wight

Seconded by: Councillor Patrick Kiely

**WHEREAS** Colleges provide more than 80 per cent of the in-class portion of apprenticeship training in Ontario;  
**AND WHEREAS** maintaining a strong college system with high-quality facilities and cutting-edge labs is essential if Ontario hopes to make real progress closing the skills gap;  
**AND WHEREAS** Ontario Colleges work with industry and trade unions to develop a skilled labor force;

**AND WHEREAS** public colleges were not independently included in the recently announced funding for skills training centers (March 2023);

**AND WHEREAS** Colleges are now funding trade training centers on their own and funding is needed to support these state-of-the-art trades training centers;

**AND WHEREAS** in some areas of the province, Colleges are the only training providers, and no funds will flow into these regions due to the lack of funding as recently announced in March 2023;

**THEREFORE BE IT RESOLVED THAT** the Council of The Corporation of The Town of Kirkland Lake request the Ministry of Labour, Immigration, Training and Skills Development re-evaluate their trades training funding approach to include colleges in funding for skills training;

**AND FINALLY THAT** this motion be circulated to the Honourable Premier of Ontario, Ministry of Labour, Immigration, Training and Skills Development, Association of Municipalities of Ontario (AMO), Federation of Northern Ontario Municipalities (FONOM), MPP Timiskaming-Cochrane; MP Timmins-James Bay and all municipalities within the District of Timiskaming.

**CARRIED**

Councillors Dickens and Ranger returned to the Council Chambers at 5:42 PM .

Mayor Stacy Wight returned to the Chair at 5:42 PM.

## **8. INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS**

- 8.1** Moved by: Councillor Janice Ranger  
Seconded by: Councillor Casey Owens

**BE IT RESOLVED THAT** the following by-law be read a first, second, and third time, numbered, passed, signed by the Mayor and the Municipal Clerk, and the Seal of the Corporation be affixed thereto;

**By-Law Number 23-033**, being a by-law to appoint a Fire Chief for The Corporation of The Town of Kirkland Lake.

**CARRIED**

## **9. QUESTIONS FROM COUNCIL TO STAFF**

None.

## **10. NOTICE(S) OF MOTION**

None.

## **11. COUNCILLOR'S REPORTS**

- 11.1.** Updates from Members of Council

Moved by Councillor Casey Owens  
Seconded by Councillor Rick Owen

**BE IT RESOLVED THAT** the verbal updates from Members of Council be received.

**CARRIED**

## 12. ADDITIONAL INFORMATION

12.1. Notice of Flood Watch Issued by Ministry of Natural Resources and Forestry (May 2 -12, 2023)

12.2. Proclamation - National Nursing Week (May 8-14, 2023)

12.3. Proclamation - Paramedic Services Week (May 21-27, 2023)

Moved by: Councillor Lad Shaba

Seconded by: Councillor Patrick Kiely

**BE IT RESOLVED THAT** Council sanction the Proclamations for "**National Nursing Week**" and "**Paramedic Services Week**" in the Town of Kirkland Lake.

**CARRIED**

Council took recess at 6:06 PM and reconvened at 6:14 PM.

## 13. CLOSED SESSION

Moved by: Councillor Dolly Dickens

Seconded by: Councillor Rick Owen

**BE IT RESOLVED THAT** Council adjourn in-camera pursuant to Section 239 (2) of the Municipal Act, 2001, as amended, to discuss:

- 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 boards;
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

at 6:17 PM for the following reason(s):

- Item 13.1 Request to Purchase 56 Hudson Bay Avenue
- Item 13.2 Request to Purchase part of Mining Claim 16478
- Item 13.3 KL Solar Inc. Update
- Item 13.4 Verbal Report - Supplemental Committee of Council Public Appointment
- Item 13.5 Verbal Report - Development Services Staffing Update

**CARRIED**

Moved by: Councillor Casey Owens  
Seconded by: Councillor Janice Ranger

**BE IT RESOLVED THAT** Council reconvene in open session at 7:11 PM.

**CARRIED**

#### **14. MATTERS FROM CLOSED SESSION**

Mayor Wight asked if there were any declarations of pecuniary interest from the matters being brought forward from the closed meeting. None noted.

- 14.1** Request to Purchase part of Mining Claim 16478 being PIN61228-1875 (Item 13.2)  
Brook-Lynn Rozon, Acting Planning Administrator

Moved by: Councillor Patrick Kiely  
Seconded by: Councillor Casey Owens

**BE IT RESOLVED THAT** Report Number 2023-DEV-021 entitled “**Request to Purchase part of Mining Claim 16478 being PIN61228-1875**” be received;  
**AND THAT** Council declare part of Mining Claim 16478, being PIN 61228-1875 as Surplus Land;  
**AND THAT** Council approve the sale of part of Mining Claim 16478, being PIN 61228-1875 to Hydro One Networks Inc. (HONI) for the price of \$39,200.00  
**AND THAT** Council authorize Mayor and Municipal Clerk to execute the Offer to Purchase and all appropriate sale documents as may be required;  
**AND FINALLY THAT** Council authorize the By-Law of the sale of property be given three readings at an upcoming meeting.

**CARRIED**

- 14.2** Verbal Report - Supplemental Committee of Council Public Appointment (Item 13.4)  
Jennifer Montreuil, Municipal Clerk

Moved by: Councillor Janice Ranger  
Seconded by: Councillor Rick Owen

**BE IT RESOLVED THAT** the following individual be appointed to the Kirkland Lake Economic Development Committee for the year 2023 in this Term of Council:

- Sarah Holden

**CARRIED**

## 15. CONFIRMATION BY-LAW

### 15.1. By-Law # 23-034

Moved by: Councillor Casey Owens  
Seconded by: Councillor Dolly Dickens

**BE IT RESOLVED THAT** the following by-law be read a first, second, and third time, numbered, passed, signed by the Mayor and Municipal Clerk, and the Seal of the Corporation be affixed thereto;

**By-Law Number 23-034**, being a by-law to confirm the proceedings of Council at its meeting held Tuesday, May 2, 2023.

**CARRIED**

## 16. ADJOURNMENT

Moved by: Councillor Patrick Kiely  
Seconded by: Councillor Lad Shaba

**BE IT RESOLVED THAT** this Regular Meeting of Council do now adjourn at 7:14 PM.

**CARRIED**

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Stacy Wight, Mayor

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Jennifer Montreuil, Municipal Clerk

APPROVED BY COUNCIL ON MAY 16, 2023

## **Attendance**

Chair: Stacy Wight, Mayor (Acting Chair)  
Staff: Wilfred Hass, Director Economic Development/Secretary  
Members: Jeff Molyneaux  
Sebastien Mastrilli  
Dolly Dickens (Councillor)

### **1. Call to Order**

Chair Stacy Wight called the meeting to order at 4:49 PM.

### **2. Approval of the Agenda**

Moved by: Jeff Molyneaux  
Seconded by: Sebastien Mastrilli

**BE IT RESOLVED THAT** the Agenda for the Economic Development Advisory Committee Meeting held on February 23, 2023 beginning at 4:49 PM. be approved as circulated to all Committee Members, with the addition of the following reports.

- Report Number 2023-EDAC-001 entitled "Community Improvement Plan Application: 50 Government Road West"
- Report Number 2023-EDAC-002 entitled "Community Grants Program: Request for Funding (Kirkland Lake Lions Club)"
- Report Number 2023-EDAC-003 entitled "2023 Meeting Schedule"

**CARRIED**

### **3. Declaration of Pecuniary Interest**

Stacey Wight – In relation to Item 6.1 (report 2023-DEV-001)

### **4. Petitions and Delegations**

None noted.

**5. Acceptance of Minutes and Recommendations**

Moved by: Sebastien Mastrilli  
Seconded by: Jeff Molyneaux

**BE IT RESOLVED THAT** the Economic Development Advisory Committee accept the minutes of the Economic Development Advisory Committee held July 7, 2022.

**CARRIED**

**6. Items for Discussion**

- 6.1 Report Number 2023-EDAC-001 entitled "Community Improvement Plan Application: 50 Government Road West"

Moved by: Jeff Molyneaux  
Seconded by: Sebastien Mastrilli

**BE IT RESOLVED THAT** Report Number 2023-EDAC-001 entitled "Community Improvement Plan Application: 50 Government Road West", be received,

**AND THAT,** the Economic Development Advisory Committee recommend to Kirkland Lake Municipal Council that funding under the Community Improvement Program for 50% of eligible costs (not to exceed \$5000) for façade improvements be approved;

**AND FINALLY THAT,** the Economic Development Advisory Committee recommend to Kirkland Lake Municipal Council that funding under the Community Improvement Plan for 50% of eligible costs (not to exceed \$5000) for building renovations and improvements to 50 Government Road West be approved.

**CARRIED**

- 6.2 Report Number 2023-EDAC-002 entitled "Community Grants Program: Request for Funding (Kirkland Lake Lions Club)"

Moved by: Sebastien Mastrilli  
Seconded by: Jeff Molyneaux

**BE IT RESOLVED THAT** Report Number 2023-EDAC-002 entitled "Community Grants Program: Request for Funding (Kirkland Lake Lions Club)", be received, and

**AND THAT,** the Economic Development Advisory Committee recommend to Kirkland Lake Municipal Council that funding totalling \$5000 be drawn from the Community Grant program in support of the Lions Club annual convention and parade.

**CARRIED**

6.3 Report Number 2023-EDAC-003 entitled "**2023 Meeting Schedule**"

Moved by: Jeff Molyneaux  
Seconded by: Sebastien Mastrilli

**BE IT RESOLVED THAT** Report Number 2023-EDAC-003 entitled "**2023 Meeting Schedule**", be received;

**AND FINALLY THAT** the Economic Development Advisory Committee adopt the 2023 Schedule of Meetings as presented.

**CARRIED**

7. **Additional Information**

General discussion on planned review of Committee's Terms of Reference and current/planned activities within economic development

8. **Adjournment**

Moved by: Jeff Molyneaux  
Seconded by: Sebastien Mastrilli

**BE IT RESOLVED THAT** Members adjourn the February 23, 2023, Economic Development Advisory Committee Meeting.

*The meeting adjourned at: 5:17 PM*

  
\_\_\_\_\_  
Stacy Wight, Acting Chair

  
\_\_\_\_\_  
Wilfred Hass, Secretary

APPROVED BY COMMITTEE ON APRIL 26, 2023



## Minutes

**Regrets: S. Wight, E. Foster**

**Tuesday, January, 17th, 2023**

**No conflicts were declared.**

**Motion 23-01**

**Moved By: D. Newton**

**Seconded by: D. Coupland**

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the agenda with two additions:

### 5.6 Executive Positions

## 5.7 Financial Statements

CARRIED

**Motion 23-02**

**Moved By: R. Duncan**

Seconded by: K. O'Mara

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following items under the consent agenda:

3.1 Minutes of November 15th, 2022

**CARRIED**

#### 4.1 22-57 Blanket Motion

**Motion 23-03**

**Moved By: D. Newton**

Seconded by: D. Coupland

**That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following items here noted and further outlined in the attached documents.**

- 2023 Budget
- 2023 Membership Fee Schedule
- Administrator Christmas Hours
- Bookkeeping & Quickbooks

CARRIED

## 4.2 Santa Claus Parade Update

A summary of the success and failures of the Santa Claus parade was provided including the following details:

- 25 floats registered, participation by 22 floats participated as 3 floats cancelled due to illness
- Float winners, selected by 4 volunteer judges, are as follows:
  1. Northern College - \$250.00 donation to KL Cross-Country Ski Runners
  2. Alamos Gold - \$150.00 donation to Salvation Army
  3. Crossings Community Church - \$100.00 donation to Salvation Army (Food Bank)
- A lack of barricades provided by the Town of Kirkland Lake, despite our numerous requests, resulted in a complaint from an EMS representative for an unsafe parade.

D. Coupland suggested that the parade does not align with our mandate and that we should discuss with other groups to pass this event on.

#### 4.3 Shop Local Update

A summary of the Shop Local campaign was provided, and included the following details:

- Total of 904 entries into the draw, dropping from over 2000 in the previous year
- Decreased participation could be due to the lack of promotion this year, compared to last, as \$13 000 in funding was accessed to run this campaign in 2021

President, E. Archer suggested investing in additional advertising efforts if this campaign is conducted in the future.

### 5.0 NEW BUSINESS

#### 5.1 Stacy Wight

Stacy Wight was elected as the Mayor of Kirkland Lake and was appointed as the Town of Kirkland Lake representative on the Board.

#### Motion 23-04

Moved By: D. Newton

Seconded by: K. O'Mara

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the addition of Stacy Wight as a Director for a two-year term commencing January 17th, 2022.

CARRIED

#### 5.2 Plans for 2023 Events

E. Archer provided a summary of the process and previous successes and failures for each event conducted in the 2022 fiscal year. E. Archer proposed the following for such events if conducting in 2023:

- Move forward with the Best in Business Awards Gala, but with modifications to improve the feasibility of the event
- Move forward with the networking golf tournament as is, and implement a second networking event, like a curling bonspiel, as a kick off event for new members
- Adjust the Shop Local campaign to improve the feasibility, either by decreasing the value of each draw or by asking for donations

- Reach out to other not-for-profit organizations to take on the Halloween Scavenger Hunt and Santa Claus Parade events, unless revenue can be generated, by charging entry fees or collecting additional sponsorships

Board Directors D. Coupland & K. O'Mara supported the curling bonspiel. Board Director D. Newton supported seeking additional sponsorships to maintain community events and generate revenue as he expressed his desire to support community events through sponsorships as a business owner.

### 5.3 2023 Membership

E. Archer announced that 58 members had joined/renewed for the 2023 fiscal year. Membership renewal notices were provided by email to all 2022 members and promoted on Facebook.

### 5.4 International Women's Day Partnership with KDCDC

The Chamber was approached by KDCDC for a sponsorship in the amount of \$300, for an International Women's Day event, to subsidize tickets and make the event financially accessible.

#### Motion 23-05

Moved By: R. Duncan

Seconded by: K. O'Mara

That the Kirkland Lake District Chamber of Commerce Board of Directors approves a sponsorship of \$300.00 for an International Women's day partnership with KDCDC and Enterprise Temiskaming.

CARRIED

### 5.5 Chamber Benefits & OCC Affinity Partners

President E. Archer has requested information regarding the Affinity Partnership program that is accessible through our OCC membership. An update will be provided upon the obtaining of this information.

### 5.6 Executive Positions

President E. Archer presented the filled and vacant executive positions as follows:

- E. Archer will be commencing her 2-year term in March.
- F. Scott has completed her term and can seek re-election in March.
- Finance Chair position is vacant

Nominations will be accepted by email and Directors will be elected at the AGM held in March.

### 5.7 Financial Statements

President E. Archer discussed the by-laws in terms of financial statements, which suggest that an audit of our financial statements by an accountant is not required, however an internal audit by our executive committee is required at least annually. Previously, financial statements prepared by Grant Thornton came at a cost of \$1632.29 in 2021, and \$2901.84 in 2022. E. Archer proposed that St. Cyr & Associates prepare our unaudited financial statements for the year, which will be reviewed by our internal audit committee.

D. Coupland supported the proposition if it met the requirements of our by-laws. D. Newton agreed.

E. Archer agreed to approach St. Cyr & Associates to obtain a quote at which time a motion can be provided.

## 6.0 ADMINISTRATION

### 6.1 Operating report

The operating report was provided in the December meeting board package. Discrepancies in 2022 financial statements are being looked at by St. Cyr & Associates and an update will be provided to the Board when possible.

## 7.0 DIRECTOR UPDATES

No updates were provided.

## 8.0 ADJOURNMENT

NEXT BOARD MEETING: Tuesday, February 7th, 2023

ADJOURNMENT: 12:42pm

### Motion 23-06

Moved By: D. Coupland

That the Kirkland Lake District Chamber of Commerce Board of Directors agrees to adjourn the meeting.

CARRIED

President



Secretary



THE KIRKLAND LAKE DISTRICT CHAMBER OF COMMERCE  
Minutes

**Attendance:** E. Archer, K. O'Mara, S. Wight, E. Foster, D. Coupland, D. Newton  
**Regrets:** R. Duncan, F. Scott

BOARD OF DIRECTORS called to order at 12:01pm  
Tuesday, February 7th, 2023

1.0 DECLARATION OF CONFLICT  
No conflicts were declared.

2.0 APPROVAL OF AGENDA

Motion 23-07

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Moved By: K. O'Mara	Seconded by: D. Coupland
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That the Kirkland Lake District Chamber of Commerce Board of Directors approves the agenda with no additions.

CARRIED

3.0 CONSENT AGENDA

Motion 23-08

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Moved By: E. Foster	Seconded by: D. Newton
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That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following items under the consent agenda:  
3.1 Minutes of January 17th, 2023

CARRIED

4.0 BUSINESS ARISING

4.1 Membership Update

E. Archer announced that 80 members had joined/renewed for the 2023 fiscal year, and payments from 43 businesses have been received. Membership renewal notices were provided by email to all 2022 members and promoted on Facebook.

4.2 Executive Positions

Administrator B. Price sent out an email requesting nominations to fill the vacant executive positions of Vice President and Finance Chair. F. Scott was nominated for Vice President, and R. Duncan was nominated for the Finance Chair position. Both accepted these positions as no directors were opposed.

Motion 23-09

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Moved By: S. Wight	Seconded by: K. O'Mara
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That the Kirkland Lake District Chamber of Commerce Board of Directors approves to appoint Felicia Scott as Vice President and Ryan Duncan as Finance Chair commencing February 7th,

2023 for a two-year term.

CARRIED

#### 4.3 Curling Bonspiel

E. Archer presented the following estimated costs for a curling bonspiel, assuming 40 players. Assuming the below costs and with no sponsorship, we would be looking at a profit of \$280.

Facility Rental \$565  
Pizza (40 people) 225  
Plates/Napkins \$100  
Admin Fees (10 hours) \$230  
**TOTAL: \$1 120 (\$28 per player)**

E. Archer presented available weekday afternoon dates including Thursday March 9th, Thursday March 16th, and Friday March 24th, as league curling begins at 6:15 on these days. D. Coupland suggested looking at dates on Monday or weekends as that is when he is available. D. Coupland and E. Foster shared that they would be interested in volunteering. D. Newton is not certain he will be able to create a team with his business for this event, but suggested we open it up to a "Members & Friends" event similar to golf.

### 5.0 NEW BUSINESS

#### 5.1 Signing Authority

E. Archer suggested updating signing authority as currently her and F. Scott were the only two who could sign. Four Board Directors should be listed, including President, Vice President, Finance Chair, and at least one other. The following directors, K. Omara, D. Coupland, and S. Wight decided they would like to be added to have signing authority.

#### Motion 23-10

Moved By: D. Newton

Seconded by: E. Foster

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following Directors to be given signing authority:

- Emma Archer
- Felicia Scott
- Ryan Duncan
- Kelly O'Mara
- Dave Coupland
- Stacy Wight

CARRIED

#### 5.2 AED Program

E. Archer announced that she was approached by a long-term member who inquired about Automated External Defibrillators (AED) and if there was any funding available to purchase an AED for their business. E. Archer suggested that this was a great opportunity to run a program for our entire membership to allow multiple businesses to access AEDs for their enterprises.

The costs associated are as follows:

AED Machine \$2 000

## Replacement Pads \$150-230

E. Archer suggested Chamber covers the cost of the unit and the business would be accountable for costs associated with the maintenance of the unit.

E. Archer mentioned different options for funding like the Town of Kirkland lake's Community Grant application, the KDCDC's Community Economic Development Program, funding from the Rotary Club, or potential partnerships with Agnico Eagle or Alamos Gold. Director E. Foster added that this was a great idea, and director S. Wight shared that she will review the Community Grants Program to ensure this is eligible. D. Newton suggested

## 6.0 ADMINISTRATION

### 6.1 Operating report

The operating report and January income statement were provided in this meeting's board package.

## 7.0 DIRECTOR UPDATES

No updates were provided.

## 8.0 ADJOURNMENT

NEXT BOARD MEETING: Tuesday, March 7th, 2023

ADJOURNMENT: 12:24pm

## Motion 23-11

Moved By: S. Wight

That the Kirkland Lake District Chamber of Commerce Board of Directors agrees to adjourn the meeting.

CARRIED

President 

Secretary 

**THE KIRKLAND LAKE DISTRICT CHAMBER OF COMMERCE**  
**Minutes**

**Attendance: D. Coupland, E. Archer, S. Wight, R. Duncan, F. Scott, E. Foster, B. Price**  
**Regrets: D. Newton, K. O'Mara**

BOARD OF DIRECTORS called to order at 12:06pm  
Tuesday, March 7th, 2023

**1.0 DECLARATION OF CONFLICT**

No conflicts were declared.

**2.0 APPROVAL OF AGENDA**

**Motion 23-12**

Moved By: F. Scott

Seconded by: R. Duncan

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the agenda with no additions.

**CARRIED**

**3.0 CONSENT AGENDA**

**Motion 23-13**

Moved By: S. Wight

Seconded by: D. Coupland

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following items under the consent agenda:

3.1 Minutes of February 7th, 2023

**CARRIED**

**4.0 BUSINESS ARISING**

**4.1 2022 Financials**

All directors previously agreed over email to have Kemp Elliot and Blair LLP prepare our 2022 financial statements. President E. Archer has sent over all of our information required to begin working on statements and required documents. The official motion for this decision reads:

**Motion 23-14**

Moved By: S. Wight

Seconded by: R. Duncan

That the Kirkland Lake District Chamber of Commerce Board of Directors approves to have Kemp Elliot and Blair LLP prepare the 2022 financial statements/ other required documents as follows:

- Unaudited financial statements
- Adjusting entries
- Engagement Report
- GST/HST Filing
- Corporation Tax Filing



CARRIED

E. Foster joined the meeting at 12:09pm.

#### 4.2 Curling Bonspiel

##### Facility Rental

E. Archer presented the following quotes for the upcoming Curling Bonspiel. The Kirkland Lake Curling Club had provided a quote for the rental of the ice and hall for \$300.00 + tax, for a total of \$339.00. All directors agreed with this cost as it is lower than what we originally predicted.

##### Meal

As for the pizza, Administrator B. Price obtained quotes from Toppers Pizza and Dino's Pizza based on 40 participants.

- Topper's Pizza quoted \$146.35 plus delivery fee for 10 large pepperoni and cheese pizzas, and offered a 15% discount.
- Dino's Pizza provided a quote of \$158.20 for 10 king size pepperoni and cheese pizzas.

D. Coupland and S. Wight inquired if both of these pizza businesses were chamber members. Because they both were, F. Scott suggested we choose the lower price option. All directors agreed to choose Topper's Pizza, but suggested we add a vegetarian option.

##### Registration Fees

E. Archer presented that with the expenses for the facility, meal, and 6 expected administration hours, we would be looking at a break-even point of \$19.93 with 32 participants, and \$15.94 with 40 participants. E. Archer suggested that we charge \$20.00 a person and conduct registration based on teams of two or four, meaning we must have a minimum of 32 participants registered to run this event. D. Coupland suggested that \$20.00 a person is a fair amount, but if we have less than 32 participants, we have an emergency vote on what to do with the event. S. Wight and R. Duncan suggested with less than 32 participants, we cancel the event.

#### Motion 23-15

Moved By: E. Foster

Seconded by: D. Coupland

That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following items for the 2023 Curling Bonspiel:

- Facility Rental at the Kirkland Lake Curling Club for a cost of \$300.00 + HST
- Meal provided by Topper's Pizza for a cost up to \$250.00
- A registration fee of \$20.00 per person with a minimum of 32 participants

CARRIED

#### 4.3 Signing Authority

E. Archer gave the directors a reminder to send in their two IDs to administrator B. Price, so that we can move forward with the process of updating our signing authority.

#### 4.4 AED Program

E. Archer announced that we are continuing to look at different options for the AED program, and have started applications. E. Archer also mentioned that there have been questions brought

up regarding this idea in terms of training required for the individuals in the workplace on how to use an AED machine and if there are any regulations for a workplace to house one of these devices in their office. E. Archer said that she is currently looking into this. No questions or comments were provided.

#### 4.5 Membership Update

E. Archer announced that 107 membership applications have been received, 70 of which have paid. B. Price is continuing to collect fees from outstanding members and reach out to new businesses. S. Wight suggested obtaining a total business list for our area.

### 5.0 NEW BUSINESS

#### 5.1 Grand Opening Ceremonies

##### 5.1.1 EPC Groupe

EPC Groupe had approached us to attend their grand re-opening ceremony for their new plant on March 9th at 11:00 AM. F. Scott agreed to be in attendance on behalf of the chamber, E. Archer agreed to be in attendance for ceremony photos, and S. Wight agreed to be in attendance on behalf of the municipality.

##### 5.1.2 Northern Therapy Clinic Opening Ceremony

Kaylee Savarie, owner of newly operating Northern Therapy Clinic, wanted to do an opening ceremony for her business. She provided two dates that would work for her, those being March 21st and April 4th, both between 1:00 PM and 2:30 PM if possible. S. Wight said she was available on both dates, and D. Coupland and R. Duncan stated they were not available.

### 6.0 ADMINISTRATION

#### 6.1 Operating report

The operating report was provided in this meeting's board package. No comments were provided.

### 7.0 DIRECTOR UPDATES

No updates were provided.

### 8.0 ADJOURNMENT

NEXT BOARD MEETING: Tuesday, April 4th, 2023

ADJOURNMENT: 12:29 PM

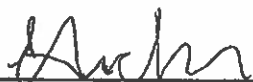
#### Motion 23-16

Moved By: E. Foster

That the Kirkland Lake District Chamber of Commerce Board of Directors agrees to adjourn the meeting.

CARRIED

President



Secretary Bruce

## Minutes

### Regrets: K. O'Mara, R. Duncan, F. Scott

Tuesday, April 4th, 2023

## 1.0 DECLARATION OF CONFLICT

**No conflicts were declared.**

## 2.0 APPROVAL OF AGENDA

**Motion 23-17**

Moved by: D. Newton                      Seconded by: S. Wight  
That the Kirkland Lake District Chamber of Commerce Board of Directors approves the agenda  
with one addition:

### 5.3 Robazza Chiropractic Opening Ceremony

CARRIED

### 3.0 CONSENT AGENDA

**Motion 23-18**

Moved by: D. Coupland                      Seconded by: D. Newton  
That the Kirkland Lake District Chamber of Commerce Board of Directors approves the following items under the consent agenda:

### 3.1 Minutes of March 7th, 2023

CARRIED

#### 4.0 BUSINESS ARISING

#### 4.1 Curling Bonspiel

E. Archer announced that due to low registration rates, the Curling Bonspiel has been cancelled, and we did not have to pay any cancellation fees.

## 4.2 Signing Authority

E. Archer announced that have received the final signing authority document from RBC and reminded directors to make arrangements to sign the document with administrator, B. Price.

### 4.3 AED Program

E. Archer announced that this project will require at least \$10 000 of funding, and most funding opportunities only offer up to \$5 000. Suggested opportunities are the Town of Kirkland Lake's Community Grant, which is also used to cover the expenses of our Santa Claus Parade, making it unrealistic to access for both programs.

E. Archer suggested a possible partnership with the Kirkland and District Community Development Corporation as they have some funding available for Community Economic Development to provide this program during Small Business Week in October where they could provide funding to help administer the project. This idea was supported by D. Coupland and S. Wight, however we are unsure if we would be approved for the full \$10 000.

E. Archer mentioned other funding opportunities such as the Temiskaming Fund providing funds up to \$3 000 with an application deadline of September 30th, and funding opportunities with Agnico Eagle.

Also mentioned was providing necessary training on how to use an AED. E. Archer has met with the Emergency Services Specialist from Agnico Eagle, and he has encouraged providing a training session to all recipients. S. Wight suggested we conduct a survey to gauge interest in this program.

#### 4.4 Membership Update

E. Archer announced that 110 membership applications have been received, 90 of which have paid. B. Price is continuing to collect fees from outstanding members and reach out to new businesses.

B. Price has contacted the Far Northeast Training Board to obtain data for Kirkland Lake as they have recently released their Local Labour Market Plan which contains useful data regarding businesses in the Temiskaming and Cochrane Districts.

#### 4.5 Northern Therapy Clinic Opening Ceremony

A date of Tuesday, April 18th at 1:30 PM was decided for Kaylee Svaarie's Clinic Opening Ceremony. F. Scott, S. Wight, and E. Foster have agreed to attend this ceremony.

### 5.0 NEW BUSINESS

#### 5.1 Annual General Meeting

E. Archer announced that because our financial statements are delayed, our AGM typically held before March 31st has been postponed. Ashley from Kemp Elliot and Blair LLP said we should expect to receive our statements in late April or May, where a new date for our AGM will be decided.

#### 5.2 Membership Material

In our membership packages, we include pamphlets containing the services and benefits we offer and a member certificate, and we have run out of both of these.

B. Price obtained a quote from Sutherland's: For 1000 KLDCC Service Flyers, the cost would be \$492.14 (tax included). For 1000 Membership Certificates, the cost would be \$223.62 (tax included). D. Coupland supports this quote as these are necessary items.

Motion 23-19

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Moved by: D. Coupland

Seconded by: D. Newton

That the Kirkland Lake District Chamber of Commerce Board of Directors approves to purchase membership print materials from Sutherland Printing for a total cost of \$715.76 (taxes included).

CARRIED

### 5.3 Robazza Chiropractic Opening Ceremony

Two dates were provided for this ceremony: Tuesday, April 11th, from 4:30-5 PM, or Friday, April 14th around 2:00 PM. E. Archer has agreed to attend the ceremony on Tuesday, May 11th.

## 6.0 ADMINISTRATION

### 6.1 Operating Report

The operating report was provided in this meeting's board package. No comments were provided.

## 7.0 DIRECTOR UPDATES

S. Wight, D. Coupland, and D. Newton inquired about a Pizza Hut opening date, to which we have heard nothing. D. Coupland mentioned the closure of The Beauty Spot, and the new openings of private practice hairdressers like Hair by Jas, and suggested we reach out. D. Coupland also mentioned reaching out to Massage Therapist, Jessica Leonard.

## 8.0 ADJOURNMENT

NEXT BOARD MEETING: Tuesday, May 2nd, 2023

ADJOURNMENT: 12:33 PM

Motion 23-20

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Moved by: E. Foster

That the Kirkland Lake District Chamber of Commerce Board of Directors agrees to adjourn the meeting at 12:33 PM.

CARRIED

President



Administrator





## MINUTES OF THE REGULAR MEETING OF THE BOARD

Held on Wednesday, March 22<sup>nd</sup>, 2023, at 5:30 PM at DTSSAB South Office

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**Present:** Derek Mundle (Chair), Jeff Laferriere, Mary-Jo Lentz, Jesse Foley, Lois Perry, Clifford Fielder, Ian Macpherson, Pat Kiely, Rick Owen, Mark Stewart (CAO)

**Staff:** Janice Loranger – Director of Finance, Louanna Lapointe – Ontario Works Manager, Rachel Levis – Director of Human Resources, Steve Cox – Housing Services Manager, Corey Mackler – Information Technology Manager, John McCarthy – EMS Chief, Lyne Labelle – Children's Services Manager, Michelle Caron - Recorder

**Absent:**

**Guests:** Darlene Wroe (Media)

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The Regular Meeting of the Board was called to order at 5:30 PM.

### 1.0 CALL TO ORDER AND LAND ACKNOWLEDGMENT

### 2.0 DISCLOSURE OF PECUNIARY INTEREST

Nil

### 3.0 PETITIONS AND DELEGATIONS

Nil

### 4.0 ACCEPTANCE/ADDITIONS TO AGENDA

#### Resolution 2023- 22

Moved by Lois Perry and seconded by Pat Kiely

**THAT the agenda of the Regular Meeting of the Board held on March 22<sup>nd</sup>, 2023, be accepted as presented.**

Carried.

### 5.0 ADOPTION OF PREVIOUS MINUTES – February 15<sup>th</sup>, 2023, REGULAR MEETING OF THE DTSSAB BOARD

#### Resolution 2023-23

Moved by Rick Owen and seconded by Ian Macpherson

**THAT the Minutes of the Regular Meeting of the DTSSAB Board held on February 15<sup>th</sup>, 2023, be accepted as presented.**

Carried.

### 6.0 CORRESPONDENCE

#### **6.1 Association of Municipalities of Ontario (AMO) – Pre-Budget Presentation to the Standing Committee**

#### Resolution 2023-24

Moved by Jeff Laferriere and seconded by Jesse Foley

**WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;**

**WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments;**

**WHEREAS homelessness requires a range of housing, social service and health solutions from government;**

**WHEREAS homelessness is felt most at the level of local government and the residents that they serve;**

**WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,**

**WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.**

**THEREFORE BE IT RESOLVED THAT the District of Timiskaming Social Services Administration Board calls on the Provincial Government to urgently:**

- a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;**
- b. Commit to ending homelessness in Ontario;**
- c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.**

**AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; and to the Association of Municipalities of Ontario.**

Carried.

**6.2 Canadian Alliance to End Homelessness (CAEH) – Homelessness Prevention and Housing Benefit**

**Resolution 2023-25**

Moved by Mary Jo Lentz and seconded by Lois Perry

**WHEREAS the drastic recent increase in homelessness and the concurrent increase in the reliance of Canadians on food banks is evidence of the widening of the gap in income disparity due to current economic conditions; and**

**WHEREAS the CAEH has presented data illustrating that the majority of Canadians believe that homelessness is a problem and it is getting worse; and**

**WHEREAS the data also shows that the majority of Canadians believe resources should be allocated to improving the situation; and**

**WHEREAS CAEH has presented the benefits of creating a Homelessness Prevention Housing Benefit;**

**NOW THEREFORE BE IT RESOLVED that the District of Timiskaming Social Services Administration Board supports the CAEH in requesting that the Federal government create a Housing Benefit as outlined in the CAEH report and proposal.**



**FURTHER BE IT RESOLVED** that this resolution be circulated to all District of Timiskaming Social Services Administration Board member municipalities, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, and the local Member of Parliament.

Carried.

## **7.0 NEW BUSINESS**

### **7.1 2023 Budget**

#### **Resolution 2023-26**

Recorded Vote:

Pat Kiely – <i>In Favour</i>	Rick Owen – <i>In Favour</i>	Derek Mundle – <i>In Favour</i>
Jeff Laferriere – <i>In Favour</i>	Jesse Foley – <i>In Favour</i>	Lois Perry – <i>In Favour</i>
Clifford Fielder – <i>Against</i>	Mary Jo Lentz – <i>In Favour</i>	Ian Macpherson – <i>In Favour</i>

**THAT** the Board approve the 2023 Budget of \$40,135,287 total expenditures, with a municipal share of \$6,982,520 and a Territories Without Municipal Organization (TWOMO) share of \$1,879,667, and that an amount of \$200,000 be applied from the Working Fund Reserve to offset the municipal and TWOMO billing amounts, resulting in a final 2023 billing amount of \$1,824,940 municipal share and \$1,837,247 TWOMO share.

Carried.

### **7.2 2022 Annual Report**

This report was presented to the Board for information.

### **7.3 Zack's Crib Media Release**

This media release was presented to the Board for information.

### **7.4 CAO Report**

This report was presented to the Board for information.

## **8.0 IN-CAMERA SESSION**

#### **Resolution 2023-27**

Moved by Ian Macpherson and seconded by Clifford Fielder

**THAT** the Board move to the in-camera session to discuss human resources matters and items pertaining to land acquisition.

Carried.

## **9.0 RETURN TO REGULAR SESSION**

#### **Resolution 2023-28**

Moved by Jeff Laferriere and seconded by Clifford Fielder

**THAT** the Board resolve to rise from the in-camera session and reconvene with the Regular Meeting of the Board with report at 6:49 PM.

Carried.

**Resolution 2023-29**

Moved by Jesse Foley and seconded by Mary Jo Lentz

**THAT the Board approve the direction given In-Camera regarding item 8.4**

Carried.

**10.0 ADJOURNMENT/MEXT MEETING**

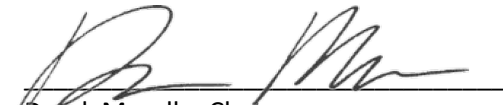
**Resolution 2023-30**

Moved by Lois Perry and seconded by Pat Kiely

**THAT the Board meeting be hereby adjourned at 6:50 PM. AND THAT the next meeting be held on April 26<sup>th</sup>, 2023, or at the call of the Chair.**

Carried.

Minutes signed as approved by the Board:

  
Derek Mundle, Chair

March 22, 2023

Date

Recorder: Michelle Caron

## MINUTES

### Timiskaming Health Unit Board of Health

Regular Meeting held on April 5, 2023 at 6:30 P.M.

New Liskeard Boardroom / Microsoft Teams

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1. The meeting was called to order at 6:30 p.m.

2. **ROLL CALL (All - Virtual Attendance)**

#### **Board of Health Members**

Jesse Foley	Vice-Chair, Municipal Appointee for Temiskaming Shores
Mark Wilson	Municipal Appointee for Temiskaming Shores
Jeff Laferriere	Municipal Appointee for Temiskaming Shores
Paul Kelly	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
Curtis Arthur	Provincial Appointee
Carol Lowery	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman
Steve McIntyre	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Guy Godmaire	Municipal Representative for Township of Brethour, Harris, Harley & Casey, Village of Thornloe

#### **Regrets**

Stacy Wight	Chair, Municipal Appointee of Kirkland Lake
Casey Owens	Municipal Appointee for Town of Kirkland Lake
Lori Jordan	Municipal Appointee for Township of Chamberlain, Charlton, Evanturel, Hilliard, Dack & Town of Englehart

#### **Timiskaming Health Unit Staff Members**

Dr. Glenn Corneil	Acting Medical Officer of Health/CEO
Randy Winters	Director of Corporate Services
Erin Cowan	Director of Strategic Services and Health Promotion
Rachelle Cote	Executive Assistant
Amanda Mongeon	Public Attendee (Video)

3. **APPROVAL OF AGENDA**

#### **MOTION #17R-2023**

Moved by: Paul Kelly

Seconded by: Jeff Laferriere

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on April 5, 2023, as presented.

CARRIED

4. **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None.

5. **APPROVAL OF MINUTES**

**MOTION #18R-2023**

Moved by: Guy Godmaire

Seconded by: Carol Lowery

Be it resolved that the Board of Health approves the minutes of its regular meeting held on March 1, 2023, as presented.

CARRIED

6. **BUSINESS ARISING**

N/A

7. **PRESENTATION: Household Food Insecurity – The Cost of Eating Well in Timiskaming**

By Rim Mouhaffel | Presentation available [here](#).

8. **REPORTS OF MOH/CEO**

Dr. Corneil provided a summary of the local COVID-19 situation and other related updates.

CSWBP Municipalities Agreements:

A communication prompt will be issued next week to the remaining municipalities as a reminder. The respective Board members to be copied on the correspondence as requested.

9. **HUMAN RESOURCES & FINANCE UPDATE**

Randy Winters provided an update for information purposes.

Municipal Expense Allocation Method:

Board Direction: Management to prepare a motion and a presentation summary for Board approval at the next meeting.

10. **NEW BUSINESS**

a. **alPHa Annual Conference – June 12-14, 2023**

**MOTION #19R-2023**

Moved by: Jeff Laferriere

Seconded by: Mark Wilson

Be it resolved that the Board of Health approves the in-person attendance of the following Board of Health members at the alPHa Annual Conference, June 12-14, 2023:

- Guy Godmaire

CARRIED

b. **Briefing Note: Icelandic Prevention Model**

**MOTION #20R-2023**

Moved by: Curtis Arthur

Seconded by: Guy Godmaire

Be it resolved that the Board of Health endorse the implementation of the Icelandic Prevention Model as a local strategy to reduce youth substance use.

CARRIED

c. **Briefing Note: Household Food Insecurity**

**MOTION #21R-2023**

Moved by: Curtis Arthur

Seconded by: Mark Wilson

Be it resolved that the Board of Health review updated information on “*Household Food Insecurity: A Serious Issue in Timiskaming, Ontario, and Canada*” and the following **report** and **infographic** on Monitoring Food Affordability in Timiskaming; And further that the Board endorse the Ontario Dietitians in Public Health’s letter (Appendix A) and send copies of this endorsement calling for the adoption of income-based policy solutions along with a summary of this briefing note to:

- Hon. Doug Ford, Premier of Ontario
- Hon. Sylvia Jones, Deputy Premier and Minister of Health
- Hon. Michael Parsa, Minister of Children, Community and Social Services

cc:

- John Vanthof, MPP – Timiskaming-Cochrane
- Anthony Rota, MP – Timiskaming-Nipissing
- Charlie Angus, MP – Timmins-James Bay
- Association of Local Public Health Agencies (alPHA)
- Association of Municipalities of Ontario (AMO)
- Federation of Canadian Municipalities (FCM)
- Ontario Public Health Association (OPHA)
- Ontario Dietitians in Public Health (ODPH)

CARRIED

d. **Briefing Note: Physical Literacy**

**MOTION #22R-2023**

Moved by: Jeff Laferriere

Seconded by: Guy Godmaire

Be it resolved that the Board of Health receive the briefing note for Physical Literacy for consideration; And further that the Board of Health endorse Public Health Sudbury & District’s Motion #29-22: *Physical Literacy for Healthy Active Children* (Appendix A) and share a copy of THU’s motion and a summary of this briefing note with local school boards, sports and recreation organizations, early learning centres, and the local member Provincial Parliament.

CARRIED

e. **Public Reappointment****MOTION #23R-2023**

Moved by: Paul Kelly

Seconded by: Mark Wilson

Be it resolved that the Board of Health recommends the reappointment of Curt Arthur as a Public Appointee to the Timiskaming Board of Health for the Public Appointments Secretariat's review and consideration.

CARRIED

11. **CORRESPONDENCE****MOTION #24R-2023**

Moved by: Paul Kelly

Seconded by: Jeff Laferriere

Be it resolved the Board of Health acknowledges receipt of the correspondence for information purposes.

CARRIED

12. **IN-CAMERA**

Nothing to report.

13. **RISE AND REPORT**

N/A

14. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on May 3, 2023 at 6:30 pm in Kirkland Lake.

15. **ADJOURNMENT****MOTION #25R-2023**

Moved by: Mark Wilson

Seconded by: Curtis Arthur

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 7:49 pm.

CARRIED

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Jesse Foley, Board Vice-Chair  
Rachelle Cote, Recorder

## REPORT TO COUNCIL

Meeting Date: 16/05/2023

Report Number: 2023-CAO-007

Presented by: Alan Smith

Department: Administration/CAO

### REPORT TITLE

Town of Kirkland Lake Student Bursary Policy

### RECOMMENDATION(S)

**BE IT RESOLVED THAT** Report Number 2023-CAO-007 entitled “**Town of Kirkland Lake Student Bursary Policy**” be received;

**AND THAT** Council approve CORP2023-001 Student Bursary Policy;

**AND FINALLY THAT** CORP2023-001 Student Bursary Policy be inserted in the Corporate Policy Manual.

### INTRODUCTION

At the March 23, 2023 Regular Council Meeting, the following was resolved:

*“Moved by: Mayor Stacy Wight*

*Seconded by: Councillor Rick Owen*

**WHEREAS** the Town of Kirkland Lake received a request for donation from ESCEN (Ecole secondaire catholique l’Envolee du Nord) for graduation bursaries;

**AND WHEREAS** the Town of Kirkland Lake has begun budget planning and deliberations for 2023;

**AND WHEREAS** according to the Municipal Youth Engagement Handbook: “the need for municipalities to encourage active citizenship among young residents is clear from the evolving state of the Canadian Workforce”;

**AND WHEREAS** according to the Canadian Association of Municipal Administrators (2019); “Attracting and retaining qualified employees ranks only second to the economy as the most significant threat to municipal organizations today”;

**THEREFORE BE IT RESOLVED THAT** Council for The Corporation of The Town of Kirkland Lake hereby request an information report be presented investigating the viability of an annual Bursary Program to be distributed equally to both local

*secondary schools in an amount that would not be burdensome within budget parameters;*

***AND THAT*** *that a policy be drafted and presented for implementation in the 2023 graduation year;*

***AND FINALLY THAT*** *the sum of up to \$1,000.00 be approved in principle from the portion of the Mayor and Council Operating Budget in 2023 and future years upon such policy approval.*

***CARRIED***"

Based on Council's direction above, Administration developed a Student Bursary Policy (Attachment 1) that would provide up to two (2) graduating students entering post secondary education from Ecole secondaire catholique l'Envolee du Nord (ESCEN) and Kirkland Lake District Composite School (KLDCS) with financial assistance. The policy enables the Town of Kirkland Lake to engage a mechanism in encouraging graduating students to enter the many career opportunities within the municipal government/public service sector.

## **DISCUSSION**

As depicted in the resolution noted above, Council is aware of the difficulties that municipalities are having in attracting and retaining qualified employees. The municipal government workforce is also aging and retiring, which is contributing to this labour force issue.

According to the Federation of Canadian Municipalities (FCM), some municipalities expect 30-50% of their municipal workforce to retire within the next 10 years, most of which are likely senior positions. If employees within public service sector are not replaced at the same rate as they retire, local governments may experience further recruitment struggles, as well as retention issues with existing staff. Therefore, it is important for current local leaders to engage with their youth to encourage higher civic engagement and ultimately increase interest in pursuing a career within municipal government/public service. To promote the engagement of local youth in future careers in municipal government/public service, a Student Bursary Policy has been developed which speaks to the provision of the Town of Kirkland Lake offering financial assistance to graduating students entering post secondary education that have the intention of pursuing a career in municipal government/public service.

As so directed, the Town of Kirkland Lake Student Bursary Program will be valued at \$1,000.00 which is to be distributed evenly on an annual basis to two (2) graduating student recipients: \$500.00 to one recipient from ESCEN and \$500.00 to one recipient from KLDCS. Alternative recipient(s) will be chosen in case the initial recipients do not proceed with post-secondary registration/enrollment. However, it is being proposed that



if there is only one (1) suitable applicant in any given year, the total award of \$1,000.00 will be given to that individual.

The proposed Student Bursary Policy contains the criteria which applying students must meet. Attachment 2 contains is the proposed Application Form which must be submitted by the requesting students to their respective school scholarship/bursary committee by the specified timeframe.

It should be noted that the 2023 intake timing for both high school scholarship/bursary committees does not allow for the inclusion of the Town's Student Bursary Program. Administration will submit the required information to both schools to meet the timing for a 2024 intake.

## **OTHER ALTERNATIVES CONSIDERED**

Given the wide-ranging careers within the municipal government/public service sector, the proposed Student Bursary Policy does not specify a specific area or focus. Alternatively, Council could structure the Policy on a select area(s) of municipal government. However, given the many professional fields within the sector requiring future employees, having the bursary being this restrictive would not be reflective of labour market needs in the municipal government sector.

## **FINANCIAL CONSIDERATIONS**

Although \$1,000.00 was directed to be included and approved in the 2023 Mayor and Councillors portion of the Operating Budget for Student Bursaries, as mentioned above, meeting this year's intake deadlines is not possible. For 2024 and future years, funds will be allocated in the Mayor and Councillors' portion of operating budgets, or, until Council deems the Student Bursary Program no longer necessary.

## **ALIGNMENT TO STRATEGIC PRIORITIES**

**Strategic Priorities:** Accountability; Efficiency; Growth

**Goals:** Build the Team; Achieve Operational Excellence; Promote Economic Growth

**Objectives:** Eliminate the Gaps; Policy Development & Implementation; Invest in Kirkland Lake

## **ACCESSIBILITY CONSIDERATIONS**

Not Applicable.

## **CONCLUSION**

To encourage local youth to pursue a career within municipal government/public service, The Town of Kirkland Lake Student Bursary will be made available to graduating students registered/enrolled in college or university, from Ecole secondaire catholique l'Envolee du Nord and Kirkland Lake District Composite School. Beginning in 2024, students will be able to submit applications to their respective school scholarship/bursary committees to be eligible for the Town of Kirkland Lake Student Bursary.

## **CONSULTATIONS**

Federation of Canadian Municipalities  
Town of Kirkland Lake Senior Management Team  
Ecole secondaire catholique l'Envolee du Nord  
Kirkland Lake District Composite School  
County of Simcoe  
Municipality of Yarmouth  
Mackenzie County  
Township of South Stormont  
Lethbridge County

## **ATTACHMENTS**

Attachment 1 – Proposed Student Bursary Policy (CORP2023-001)  
Attachment 2 – Town of Kirkland Lake Student Bursary Application Form

POLICY	
Policy Number: CORP2023-001	Date Approved: TBD
Department: Administration (CAO)	Date Reviewed:
Student Bursary Policy	

## 1. **Policy Statement**

The Town of Kirkland Lake supports higher education. A formal education provides people with the opportunity to grow, personally, professionally, and socially. Education inspires students to pursue leadership roles and positively impact those around them. The Town of Kirkland Lake encourages students to pursue academic excellence, involvement in athletics, arts and culture, as well as commitment to local community contributions and school leadership. The Town of Kirkland Lake is committed to providing financial assistance to deserving and qualified graduating high school students within the community who are entering a college or university program with the intention of having a career in municipal government/public service.

## 2. **Purpose**

The Student Bursary Policy provides guidance for The Corporation of The Town of Kirkland Lake in providing financial assistance to deserving, eligible, and graduating grade 12 students from École secondaire catholique l'Envolée du Nord (ESCEN) and Kirkland Lake District Composite School (KLDCS), who are registered for college or university.

## 3. **Scope**

This policy applies to all graduating secondary school students from École secondaire catholique l'Envolée du Nord and Kirkland Lake District Composite School, continuing with post secondary education with career aspirations in municipal government/public service. To be eligible, students must meet the criteria set by Council within the policy.

## 4. **Definitions**

- 4.1. "Town" being The Corporation of The Town of Kirkland Lake. May also be referred to as Town of Kirkland Lake, TKL, or municipality.
- 4.2. "Recipient" being the individual selected for the Town of Kirkland Lake Student Bursary.

- 4.3. 'Proof of Registration/Enrollment' being documentation from a University/ College confirming enrollment in a full-time post secondary program.
- 4.4. "Municipal Elected Officials" being the Mayor and Councillors elected as the Town's Municipal Council. May also be referred to as a Municipal Official, Town Council, Council, or TKL Council.
- 4.5. "Town Administration/Staff" being employees of The Town of Kirkland Lake. May also be referred to as a Municipal Official.
- 4.6. "Immediate Family of Town Administration/Staff or Council" being spouse, children, residents of a Municipal Official's household or any other person claimed as a dependent on a Council or Staff tax return.

## **5. Policy & Procedures**

The Town of Kirkland Lake Student Bursary is an award valued at \$1,000.00 which is to be distributed evenly on an annually basis to two (2) graduating students: \$500.00 to one student from ESCEN and \$500.00 to one (1) student from KLDCS. An alternative recipient will be chosen for each school should the main recipient decide not to proceed with post-secondary education. However, if there is only one (1) suitable recipient in any given year, the total award of \$1,000.00 will be given to that recipient.

### **5.1 A Recipient must meet the following criteria:**

- a) The student must be graduating from Grade 12 and must provide proof of registration/enrollment to a college, university, or other post-secondary institution in a full-time program that is a minimum of two (2) years in length in the Fall of the current year.
- b) The student must have demonstrated a passion for community leadership/involvement. In other words, there must be a demonstrated interest in, and contribution to, the community of Kirkland Lake through active participation in extracurricular activities at their school and/or in community organizations.
- c) The student must complete the Town's Application Form and submit accompanying documentation to the appropriate party.
- d) The recipient must claim the Bursary within the first year of post-secondary studies. Proof of full-time registration/enrollment at a college or university must be submitted before receiving the Bursary.
- e) The bursary funds will be allocated in the Mayor and Councillors' portions of the Town's annual Operating Budget.
- f) A student's financial need may be a consideration during the selection process.

- g) Municipal Elected Officials, Town Administration/Staff and their immediate families are not eligible to participate in the Town's Student Bursary Program.

## **6. Summary**

The Town of Kirkland Lake Student Bursary Program supports graduating students entering post secondary education with the intention of having a fulfilling career in municipal government/public service.

DRAFT

## Town of Kirkland Lake Bursary Application

Personal Information	
Name:	
Telephone:	Email:
Address:	City/Town:
Province:	Postal Code:

Academic Information	
High School Attended:	From year _____ to year _____

Post Secondary Academic Intentions			
Name of college/university:			
Name of program:			
Number of years to completion:			
Bursaries applied for:			
	Name	Amount	Successful (Yes/No/TBD)
1.			
2.			
3.			
4.			
<p>I have attached a copy of the letter of acceptance from my post secondary education.</p> <p><i>(Please <b>do not</b> include proof of enrolment with your application. You will be asked for proof of enrolment if you the successful recipient of the bursary.)</i></p>			

Essay
<p>In an essay (maximum 1200 words), indicate why you are the ideal candidate for the Town of Kirkland Lake Student Bursary.</p> <p>This essay provides you with the opportunity to describe your education and career goals, past accomplishments, school, and community (Kirkland Lake) related activities, academic accomplishments, etc.</p>

### Application Submission

Please submit completed applications to your school's scholarship/bursary committee and/or student services representative.

### Application's Declaration

I hereby declare that the information I have provided in this application is correct and can be verified upon request. I give The Town of Kirkland Lake permission to publish my name and photo in local media and on the Town of Kirkland Lake official website and social media streams if I am the successful recipient of the Town of Kirkland Lake Student Bursary.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

*Personal information on this form is collected under the authority of Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and will be used for the consideration of recipients of the Town of Kirkland Lake Student Bursary Program in accordance with the Town Policy No. CORP2023-001.*

*Questions about this collection or personal information should be directed to the Municipal Clerk, 3 Kirkland Street West, Kirkland Lake, ON P2N 3P4, [clerk@tkl.ca](mailto:clerk@tkl.ca), or by telephone at 705-567-9361 ext. 238 during regular business hours.*

## REPORT TO COUNCIL

Meeting Date: 16/05/2023

Report Number: 2023-DEV-022

Presented by: Brook-Lynn Rozon

Department: Development Services

### REPORT TITLE

Request to Purchase part of Mining Claim 16478, being PIN 61228-1875

### RECOMMENDATION(S)

**BE IT RESOLVED THAT** Report Number 2023-DEV-022 entitled “**Request to Purchase part of Mining Claim 16478, being PIN 61228-1875**” be received for information.

### INTRODUCTION

Hydro One Networks Inc. (HONI) offered to purchase part of Mining Claim 16478, being PIN 61228-1875, located approximately 107 metres north-west of the intersection at Highway 66 and Highway 112.

### DISCUSSION

On March 21, 2023, Council authorized four early access agreements with HONI, including any amending agreements as per By-Law 23-019, the intent being to establish easement agreements to accommodate the new K4 line upgrades. HONI subsequently requested that the access agreement for the above referenced property be changed to purchase as the proposed right-of-way represents roughly one third of the lot (0.34 acres of the total 0.98 acres). A large portion of the property is already subject to an existing Hydro One Right-of-Way and is, therefore, unusable to the municipality or other potential land buyers.

HONI has offered \$8,000.00 as the appraised Fair Market Value, an additional \$1,200.00 representing their premium above market value, \$15,000.00 for the execution of the Option Agreement related to the sale, and an additional \$15,000.00 for the completion of the Transfer. The total offer is \$39,200.00.



At the Regular Meeting held on May 2, 2023, Council resolved the following:

*Moved by: Councillor Patrick Kiely*

*Seconded by: Councillor Casey Owens*

**BE IT RESOLVED THAT** Report Number 2023-DEV-021 entitled “41TRequest to Purchase part of Mining Claim 16478, being PIN 61228-1875” be received,

**AND THAT** Council declare part of Mining Claim 16478, being PIN 61228-1875 as Surplus Land;

**AND THAT** Council approve the sale of part of Mining Claim 16478, being PIN 61228-1875 to Hydro One Networks Inc. (HONI) for the price of \$39,200.00

**AND THAT** Council authorize Mayor and Municipal Clerk to execute the Offer to Purchase and all appropriate sale documents as may be required;

**AND FINALLY THAT** Council authorize the By-Law of the sale of property be given three readings at an upcoming meeting. **CARRIED**

This open-session report is being provided for information purposes on the request to purchase stemming from the recommendation that was brought forward from the in-camera session on May 2, 2023. As so directed by Council, the By-Law authorizing the sale of the property is be presented later in this meeting’s Agenda.

#### **OTHER ALTERNATIVES CONSIDERED**

Not Applicable.

#### **FINANCIAL CONSIDERATIONS**

Based on the decision of Council, selling the land will result in a revenue of \$39,200.00. Future annual tax revenue will also be realized by the municipality.

#### **ALIGNMENT TO STRATEGIC PRIORITIES**

**Strategic Priorities:** Efficiency

**Goals:** Achieve Sustainable Operational Excellence

**Objectives:** Aim for Financial Stability

#### **ACCESSIBILITY CONSIDERATIONS**

Not Applicable.

## **CONCLUSION**

Based on the decision of Council, the purchase of the lands will proceed at the agreed upon purchase price of \$8,000.00, including incentive agreements of \$1,200.00, \$15,000.00, and \$15,000.00, for a total compensation of \$39,200.00.

## **CONSULTATIONS**

Town of Kirkland Lake Senior Management Team

Treasury Division

Public Works: Roads & Waterworks Divisions

## **ATTACHMENTS**

Attachment 1 – Location of PIN 61228-1875

PIN 612281875  
THE CORPORATION OF THE TOWN OF KIRKLAND LAKE  
Parent Property: 0.978233 Acres  
Hydro One Right-of-Way: 0.338164 Acres



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

**K4 Refurbishment Project:  
PIN 612281875**

- |                          |                                 |
|--------------------------|---------------------------------|
| Structure                | Property Boundary               |
| 115 kV Transmission Line | Existing Hydro One Ownership    |
| Railway                  | Proposed Hydro One Right-of-Way |

1:1,000 0 10 20 m

## REPORT TO COUNCIL

Meeting Date: 16/05/2023

Report Number: 2023-PW-008

Presented by: Stephane Fortin

Department: Public Works

### REPORT TITLE

Decommission of the Swastika Wastewater Treatment Plant – Amending Agreement No. 3

### RECOMMENDATION(S)

**BE IT RESOLVED THAT** Report Number 2023-PW-008 entitled “**Decommission of the Swastika Wastewater Treatment Plant – Amending Agreement No. 3**” be received;

**AND THAT** Council authorize the Mayor and Municipal Clerk to enter into Agreement No. 3 with His Majesty the King in Right of Ontario through Ontario’s Minister of Infrastructure with respect to Project SCF-590 Decommissioning the Swastika Wastewater Treatment Plant to:

- a) to extend the Completion Date noted in Agreement No. 2 to March 31, 2023; and
- b) to extend the Termination Date noted in the Transfer Payment Agreement to March 31, 2024.

**AND FINALLY THAT** an execution by-law be brought forward for three readings on May 16, 2023.

### INTRODUCTION

In 2016, the Town of Kirkland Lake entered into a Transfer Payment Agreement with the Ontario Ministry of Agriculture Food and Rural Affairs (New Building Canada Fund – Small Communities Fund) for Project SCF-590 Decommissioning the Swastika Wastewater Treatment Plant (The Project).

A first amending agreement was entered into to extend the Completion Date of The Project to October 31, 2021.

A seconded amending agreement was entered into to extend the Completion Date to October 31, 2022.

The project reached Substantial Completion on March 21, 2023, and what remains outstanding is a small list of deficiencies that must be addressed prior to the expiration date of the second amending agreement.

## **DISCUSSION**

The project has been successful and is substantially completed. The small list of deficiencies will be addressed in late Spring 2023. The parties agree that more time is required to fully assess and address each deficiency; therefore, an extension of time is required and warranted.

The Town's primary Contractor is scheduled to address the deficiencies in Spring 2023 which includes restoration issues (gravel and asphalt driveways), water runoff, and the replacement of pump overloads at Culver Park to address a safety concern.

## **OTHER ALTERNATIVES CONSIDERED**

Not Applicable.

## **FINANCIAL CONSIDERATIONS**

The holdback portion of the project will be released when all deficiencies have been addressed to the satisfaction of the Town.

## **ALIGNMENT TO STRATEGIC PRIORITIES**

**Strategic Priority (ies):** Efficiency

**Goal(s):** Achieve Sustainable Operational Excellence

**Objective(s):** Better Management of Capital Assets

## **ACCESSIBILITY CONSIDERATIONS**

Not Applicable.

## **CONCLUSION**

The project has been successful to date. Administration recommend that Council authorize the extension of The Project's Completion Date and Termination Date to afford the Town's Contractor appropriate time to address and complete the identified deficiencies.

## **CONSULTATIONS**

Town of Kirkland Lake Senior Management Team

Senior Project Analyst, Ministry of Infrastructure

Kusiar Project Services Inc. – Town's Consultant for the project

## **ATTACHMENTS**

Attachment 1 – Proposed Amending Agreement (Amendment No. 3)

**AMENDING AGREEMENT NO. 3 TO A TRANSFER PAYMENT AGREEMENT FOR THE  
NEW BUILDING CANADA FUND (NBCF): SMALL COMMUNITIES FUND (SCF)**

**BETWEEN:**

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO  
as represented by the Minister of Infrastructure**

(the “**Province**”)

**AND**

**THE CORPORATION OF THE TOWN OF KIRKLAND LAKE  
(CRA# 119384808)**

(the “**Recipient**”)

**I. BACKGROUND**

The Province, as represented by the Minister of Agriculture, Food and Rural Affairs, and the Recipient (the “**Parties**”) entered into an agreement under the New Building Canada Fund – Small Communities Fund effective as of December 9, 2016 (the “**Agreement**”).

An amending agreement effective December 7, 2018 (the “**Amending Agreement No. 1**”) was executed by the Recipient and the Province as represented by the Minister of Agriculture, Food and Rural Affairs.

An amending agreement effective March 29, 2021 (the “**Amending Agreement No. 2**”) was executed by the Recipient and the Province as represented by the Minister of Agriculture, Food and Rural Affairs.

The Ministry of Infrastructure assumed responsibility for the Agreement from the Ministry of Agriculture, Food and Rural Affairs.

Part V of the Agreement allows the Parties to make amendments to the Agreement, provided such amendments are in writing agreed upon and signed by the Parties;

The Parties wish to amend the Agreement in the manner set out in this amending agreement (the “**Amending Agreement No. 3**”).



## II. CONSIDERATION

In consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the Parties agree to amend the Agreement under this third amending agreement (the “**Amendment**”) as follows:

1. Capitalized terms used but not defined in this Amending Agreement No. 3 have the meanings ascribed to them in the Agreement.
2. This Amending Agreement No. 3 is effective as of the date of signature of the last party to sign it.
3. Section B.1.2 of Schedule “B” of the Agreement is deleted and replaced with the following:

**B.1.2 Expiration Date.** The Expiration Date of this Agreement is March 31, 2024.

4. Section B.1.4 of Schedule “B” of the Agreement is deleted and replaced with the following:

**B.1.4 Project Completion Date.** The Project Completion Date is March 31, 2023.

5. Except for the amendments expressly provided for in this Amending Agreement No. 3, all provisions in the Agreement will remain in full force and effect.
6. This Amending Agreement No. 3 may be signed in any number of counterparts, each of which will be deemed to be an original, but all of which will constitute one and the same instrument.
7. This Amending Agreement No. 3 may be validly executed electronically and the respective electronic signatures are the legal equivalent of manual signatures. The electronic or manual signature of a Party may be evidenced by one of the following means and transmission of this Amending Agreement No. 3 may be brought about as follows:
  - (i) a manual signature of an authorized signing representative placed in the respective signature line of this Amending Agreement No. 3 and it is scanned as a PDF file and delivered by email to the other Party;
  - (ii) a digital signature, including the name of the authorized signing representative is typed in the respective signature line of the Third Amending Agreement, an image of a manual signature or an Adobe e-signature of an authorized signing representative, or any other digital signature of an authorized signing representative with the other Party’s prior written consent,



is placed in the respective signature line of this Third Amending Agreement and it is delivered by email to the other Party; or

- (iii) any other means with the other Party's prior written consent.

The Parties have executed this Amending Agreement No. 3 on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO** as  
represented by the Minister of Infrastructure

\_\_\_\_\_  
Date

\_\_\_\_\_  
The Honourable Kinga Surma  
Minister of Infrastructure

**THE CORPORATION OF THE TOWN OF KIRKLAND LAKE**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

AFFIX  
CORPORATE  
SEAL

I have authority to bind the Recipient.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

I have authority to bind the Recipient.



**THE CORPORATION OF THE TOWN OF KIRKLAND LAKE**

**BY-LAW NUMBER 23-035**

---

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF DOCUMENTS RELATED  
TO THE SALE OF PART OF MINING CLAIM 16478, BEING PIN 61228-1875 TO  
HYDRO ONE NETWORKS INC.**

---

**WHEREAS** the Municipality passed By-Law 09-064; being a procedure for the purposes of the sale or other disposition of real property, on August 10, 2009;

**AND WHEREAS** By-Law 09-064 was in force on the date of the sale or disposition of the property hereinafter described as Part of Mining Claim 16478, Being PIN 61228-1875, and legally described as: PCL 8266 SEC CST; PT MINING CLAIM 16478 TECK N OF SLY LIMIT OF HWY 66 EXCEPT MRO AS IN LT282921; S/T LT47205 TRANSFERRED BY LT82309; S/T LT121477, LT271701; KIRKLAND LAKE; DISTRICT OF TIMISKAMING, being PIN 61228-1875 (LT);

**AND WHEREAS** the Municipality provided public notice on the Town's intent to sell or dispose of the property on May 2, 2023;

**AND WHEREAS** the Municipality received an offer to purchase land described as Part of Mining Claim 16478, being PIN 61228-1875;

**AND WHEREAS** the purchaser is not in arrears on property taxes or been in tax registration in the last 10 years, and has no outstanding accounts owed to The Town of Kirkland Lake;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION  
OF THE TOWN OF KIRKLAND LAKE ENACTS AS FOLLOWS:**

- 1 THAT** the Mayor and Municipal Clerk are hereby authorized to execute all documents related to the sale of land described as PCL 8266 SEC CST; PT MINING CLAIM 16478 TECK N OF SLY LIMIT OF HWY 66 EXCEPT MRO AS IN LT282921; S/T LT47205 TRANSFERRED BY LT82309; S/T LT121477, LT271701; KIRKLAND LAKE; DISTRICT OF TIMISKAMING, being PIN 61228-1875 (LT), to Hydro One Networks Inc. for \$39,200.00, plus legal costs.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 16<sup>TH</sup> DAY  
OF MAY, 2023.**

---

Stacy Wight, Mayor

---

Jennifer Montreuil, Municipal Clerk



**THE CORPORATION OF THE TOWN OF KIRKLAND LAKE**

**BY-LAW NUMBER 23-036**

---

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AMENDING AGREEMENT BETWEEN THE ONTARIO MINISTER OF INFRASTRUCTURE FOR PROJECT SCF-590 DECOMMISSIONING THE SWASTIKA WASTEWATER TREATMENT PLANT**

---

**WHEREAS** Council enacted By-Law 16-079 authorizing the Mayor and Clerk to execute a Transfer Payment Agreement with Her Majesty the Queen in Right of Ontario through Ontario's Minister of Agriculture Food and Rural Affairs (New Building Canada Fund – Small Communities Fund) for Project SCF-590 Decommissioning the Swastika Wastewater Treatment Plant (hereinafter referred to as "The Project");

**AND WHEREAS** Council enacted By-Law 18-133 authorizing the Mayor and Clerk to execute Amending Agreement No. 1 with Ontario's Minister of Agriculture, Food and Rural Affairs to extend the Completion Date of The Project to October 31, 2021;

**AND WHEREAS** The Ontario Ministry of Infrastructure assumed responsibility for the Transfer Payment Agreement from Ontario's Ministry of Agriculture, Food and Rural Affairs (New Building Canada Fund – Small Communities Fund);

**AND WHEREAS** Council enacted By-Law 21-011 authorizing the Mayor and Clerk to execute Amendment No. 2 with Ontario's Minister of Infrastructure to extend the Completion Date of The Project to October 31, 2022;

**AND WHEREAS** a request was made and accepted by Ontario's Ministry of Infrastructure to further extend The Project's Completion Date to March 31, 2023;

**AND WHEREAS** The Project reached Substantial Completion on March 21, 2023;

**AND WHEREAS** Council deem it imperative in entering into a further amending agreement for The Project to ensure that any remaining deficiencies are addressed prior to the Termination Date of the Transfer Payment Agreement being December 31, 2023;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF KIRKLAND LAKE ENACTS AS FOLLOWS:**

**1 THAT** the Mayor and Municipal Clerk are hereby authorized to execute Amendment No. 3 for Project SCF-590 Decommissioning the Swastika Wastewater Treatment Plant with His Majesty the King in Right of Ontario through the Ontario Minister of Infrastructure to:

- i. extend the Completion Date noted in Amending Agreement No. 2 (Schedule 'A' to By-Law 21-011) to March 31, 2023; and to
- ii. extend the Termination Date noted in the Transfer Payment Agreement (Schedule 'A' to By-Law 16-079) to March 31, 2024;

a copy of which is attached and marked as Schedule 'A' to this By-Law.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 16<sup>TH</sup> DAY OF MAY, 2023.**

---

Stacy Wight, Mayor

---

Jennifer Montreuil, Municipal Clerk



**THE CORPORATION OF THE TOWN OF KIRKLAND LAKE**

**BY-LAW NUMBER 23-037**

---

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS  
REGULAR MEETING HELD MAY 16, 2023**

---

**WHEREAS** Subsection 5(1) of the *Municipal Act*, 2001, S.O. 2001, Chapter 25 (hereinafter referred to "*Municipal Act*") provides that the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** Subsection 5(3) of the *Municipal Act* provides that the powers of every Council are to be exercised by by-law;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Town of Kirkland Lake at this meeting be confirmed and adopted by by-law;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION  
OF THE TOWN OF KIRKLAND LAKE ENACTS AS FOLLOWS:**

- 1**     **THAT** the actions of the Council of the Town of Kirkland Lake in respect of each motion passed and other actions taken by the Council of the Town of Kirkland Lake at this meeting are hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
- 2**     **THAT** the Mayor and Officers of the Town of Kirkland Lake are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Town of Kirkland Lake or to obtain approvals where required as referred to in the preceding section.
- 3**     **THAT** the Mayor and the Municipal Clerk are hereby authorized to execute all documents necessary on behalf of the Council and to affix thereto the Corporate Seal of The Corporation of The Town of Kirkland Lake.
- 4**     **THAT** this by-law comes into force upon adoption by Council of the Town of Kirkland Lake.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 16<sup>TH</sup> DAY  
OF MAY, 2023.**

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Stacy Wight, Mayor

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Jennifer Montreuil, Municipal Clerk