



**The Corporation of the City of Temiskaming Shores  
Special Meeting of Council  
Monday, March 16, 2020  
6:00 P.M.**

**City Hall – Council Chambers – 325 Farr Drive**

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**Minutes**

**1. Call to Order**

The meeting was called to order by Mayor Kidd at 6:00 p.m.

**2. Roll Call**

Council: Mayor Carman Kidd, Councillors Doug Jelly, Jeff Laferriere, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager  
David B. Treen, Municipal Clerk  
Doug Walsh, Director of Public Works  
Shelly Zubyck, Director of Corporate Services

Regrets: Councillors Patricia Hewitt and Jesse Foley

Media: Bill Buchberger, CJTT 104.5 FM

Members of the Public Present: 0

**3. Approval of Agenda**

**Resolution No. 2020-181**

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that City Council approves the agenda as printed.

**Carried**

**4. Declaration of Special Council Meeting**

Resolution No. 2020-182

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores declares this meeting a “Special Meeting of Council” in accordance to Section 7 of Procedural By-law No. 2008-160.

**Carried**

**5. Disclosure of Pecuniary Interest and General Nature**

None.

**6. New Business**

**a) Administrative Report No. PW-007-2020 – Equipment Rental – Spring Ditching**

Resolution No. 2020-183

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-007-2020, more particularly Appendix 01 Opening Results Appendix 02 Draft Agreement;

That as outlined in By-law No. 2017-015, Procurement Policy, Section 10.3, Request for Tenders and Section 6.0 Approval Authority, Council acknowledges the award of the Equipment Rental – Excavator for Snow Ditching contract to *Demora Construction Services Inc.* at the rate of \$99.00 per hour plus HST and a fee of \$650.00 plus HST for 4 float moves in each designated area; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for Council’s consideration at the March 16, 2020 Special Council meeting.

**Carried**

**b) COVID Update**

City Manager, Chris Oslund outlined that staff has made some decisions that typically would not have been made without prior consultation with Council. Based on the information that was provided it was felt prudent to act right away. Chris outlined that he has had meetings with staff since Friday (March 13) with a message of “No need to panic, but also no need to be reckless”, thus decisions so far are meant to support the Federal, Provincial and other agencies to flatten out the curve and make sure the health care system is going to be able to address the needs of everyone once the virus (COVID 19) does effect this area.

Health experts are indicating that the virus will, at some point affect this area, it is just a matter of time. This allows the City some time to prepare and take some proactive measures. The following decisions have been made without the benefit of Council discussion or approval; all municipal facilities have been closed as of today with the exception of the City Hall and the Haileybury Medical Centre with restricted public access to the Public Works Complex (200 Lakeshore Rd. N.) and Fire Services (181 Drive-In Theatre Rd.). Additional cleaning has been imposed at both City Hall and the Medical Centre, POA Court has been cancelled until further notice. All hall bookings have been cancelled and full refunds will be issued and will not be taking any bookings between now and May 30, 2020 which will be evaluated on a go forward basis. Pool Fitness memberships will be extended the same length of time that the facility is closed, all city staff have been advised that all travel (conferences, workshops) have been cancelled and that the Northeastern Ontario Fire Conference has also been cancelled.

Although core services are provided at those facilities that have been shut down, staff has identified the essential services that would need to continue which include Water/Wastewater (contract), public transit (contract) garbage/recycling collection (contract) and Winter Operations (Public Works). The various contractors have been contacted with the objective of determining any contingency plans in place in the event that their services becomes interrupted (workers becoming sick) as well as any Force Majeure clauses within the associated contracts. In essence it means that if there are any circumstances beyond the contractors control they can relieve themselves from the contractual responsibilities without penalty. Therefore the City needs a good understanding if they intend to utilize the clause and what type of notice they would be providing.

In regards to public transit, the position that has been taken is that there are a lot of retail workers that rely on public transit in order to get to work or to get to medical appointments or get to the various retailers. The objective is to keep the transit operational for as long as practical from a Risk Management perspective. Cleaning has been increased on the transit especially with the various touch points and are also encouraging and reinforcing the messaging

from the Ministry of Health from a good hygiene perspective. Transit will continue to be monitored. Bus passes, with the closer of the PFC, are only available at City Hall, however are looking for a potential outlet in New Liskeard as there was high traffic at the PFC. Photo ID will also be extended.

Face to face management meetings have been suspended, alternative forms for meeting will be explored (teleconferencing, etc.) as well as with outside agencies with the objective of practicing social distancing. Council meetings may become an issue and asked that Council consider potential options as there is nothing in the procedural by-law dealing with any type of pandemic event or participation in electronic meetings. Some Councils are continuing to meet, however have eliminate delegations, question and answer, live streaming such that public still has access. Chris is seeking input from Council on Council meetings.

Councillor Whalen indicated that perhaps meetings could be reduced to once a month and abilities for staff to make provisions in regards to meetings without Council approval. Chris responded that perhaps authorizations could be provided through a delegation of power by-law on a temporary basis based on the circumstances.

Councillor Laferriere outlined support for the decision made to date and with technology available perhaps Council could meet virtually and vote electronically. Chris responded, without referring to the Municipal Act directly, Council members may participate in meetings remotely, but are prohibited from participating in Closed Session meetings remotely. It was noted that based on the circumstances (COVID-19) municipalities and the Province will be forced to do things differently – more electronically.

Chris outlined that staff will review some potential delegation of authority and amendments to the procedural by-law for consideration at the March 24, 2020 Regular Council meeting.

Director of Recreation, Matt Bahm indicated that with the closure of facilities recreation has moved up spring maintenance, staff will be removing ice from both arenas as well as a more in-depth deep cleaning of those facilities (rental halls, gym equipment, seats, tables, etc.). Staff will begin getting summer equipment ready. Staff at the Pool Fitness Centre again will look at an increased cleaning protocol, draining of the pool and release of an RFQ for the re-grouting while time permits. Files will be purged, review online client lists and remove or consolidate records as necessary. Matt concluded by indicating that communication with the various user groups has been nothing but positive.

Mayor Kidd thanked staff for the update.

7. **By-laws**

Resolution No. 2020-184

Moved by: Councillor Jelly  
Seconded by: Councillor Whalen

Be it resolved that:

By-law No. 2020-025 Being a by-law to enter into an agreement with Demora Construction Inc. for the Rental of a Track Mounted Excavator within the City of Temiskaming Shores

be hereby introduced and given first and second reading.

**Carried**

Resolution No. 2020-185

Moved by: Councillor Laferriere  
Seconded by: Councillor McArthur

Be it resolved that By-law No. 2020-025 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

8. **Closed Session**

Resolution No. 2020-186

Moved by: Councillor Jelly  
Seconded by: Councillor Laferriere

Be it resolved that Council agrees to convene in Closed Session at 6:55 p.m. to discuss the following matters:

- a) **Under Section 239 (2) (d) of the Municipal Act, 2001 – Labour Relations or employee negotiations – HR Update;**

**Carried**

Resolution No. 2020-187

Moved by: Councillor Laferriere  
Seconded by: Councillor Whalen

Be it resolved that Council agrees to rise with report from Closed Session at 7:17 p.m.

**Carried**

**Matters from Closed Session:**

- a) **Under Section 239 (2) (b) of the Municipal Act, 2001 – Labour Relations or Employee negotiations – HR Update**

Council provided direction to staff in Closed Session.

**9. Adjournment**

**Resolution No. 2020-188**

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

Be it resolved that City Council adjourns at 7:18 p.m.

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Mayor – Carman Kidd

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Clerk – David B. Treen