



Over 2 Billion Square Feet of Opportunity

Township of Coleman



New Residents' Guide



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Dear Resident;

Greetings and Welcome to the Township of Coleman!

The Coleman Council is delighted that you have chosen to make our municipality your home. The Township offers a tranquil and scenic rural landscape.

As you settle into your new home, we hope that you will find the information in this booklet useful. For more information, we encourage you to visit our website at www.colemantownship.ca.

If you have any questions about our community, our friendly staff are available to assist you at the Municipal Office from Monday to Friday between the hours of 8:00 a.m. and 4:00 p.m. in regards to all township activities and services.

Sincerely,

Dan Cleroux, Mayor





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COUNCIL INFORMATION

The municipal council consists of the Mayor and four Councillors elected at large. It is the role of council, as outlined in the Ontario Municipal Act, to:

- a) represent the public and to consider the well being and interests of the municipality;
- b) develop and evaluate the policies and programs of the municipality;
- c) ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- d) determine which services the municipality provides;
- e) ensure accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- f) maintain the financial integrity of the municipality and carry out the duties under the Ontario Municipal Act.

Your elected Mayor and Councillors are:

Dan Cleroux	Mayor	Email: mayordancleroux@gmail.com Phone Number: 705-679-5678
Cathy Marcella	Councillor	Email: cathymarcella@gmail.com Phone Number: 705-679-8239
Sue Cote	Councillor	Email: councillorcote@gmail.com Phone Number: 705-679-5264
Lois Perry	Councillor	Email: loisperrycoleman@gmail.com Phone Number: 705-679-5397
Ken Laffrenier	Councillor	Email: colemancouncillor@gmail.com Phone Number: 705-679-5414

COUNCIL MEETINGS

Meetings of Council and Committees of Council are scheduled every second and fourth Monday of each month starting at 6:00pm (all meetings are open to the public). Meeting agenda's are posted for public view at the municipal office three days prior to the meeting. Council meetings are held in the council chambers at the Township's municipal building. In the event of a holiday on a scheduled meeting day, the meeting will be held on Tuesday (the next working day).

To speak at a Council meeting or to add an item on the agenda, contact the Chief Administration Officer (CAO) at 705-679-8833 at least three days prior to any meeting. To write to Council, address correspondence to:

Township of Coleman, 937907 Marsh Bay Road, Coleman Twp, Ontario, POJ 1C0 or e-mail to: toc@ontera.net.



TOWNSHIP SERVICES CONTACT INFORMATION

Township of Coleman
937907 Marsh Bay Road
R.R. #1
Cobalt, Ontario P0J 1C0
Phone: 705-679-8833
Fax: 705-679-8300
Email: toc@ontera.net
Web: www.colemantownship.ca

TOWNSHIP HOURS OF OPERATION

Municipal Office: *8:00 a.m. to 4:00 p.m.* Monday through Friday

Public Works: *7:00 a.m. to 3:00 p.m.* Monday through Friday

Waste Site Hours: Tuesday *9:00 a.m. to 4:00 p.m.*

Saturday *9:00 a.m. to 4:00 p.m.*



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ABOUT OUR COMMUNITY

The Township of Coleman is located in North Eastern Ontario, encompassing an area of 177.6 square kilometers (2 billion square feet) with a population of 597.

It is a rural community that offers tranquil, scenic landscapes with clean public beaches, nature trails, cross country skiing, recreational parks and an abundance of wildlife. This ideal geographic location provides a relaxing lifestyle and an ideal place to live.

Surrounding communities include: the Town of Latchford to the south, the Town of Cobalt to the north and the City of Temiskaming Shores just minutes north.

ADVISORY COMMITTEES

- Economic Development Committee
- Bass Lake Committee
- Municipal Water Committee
- Clean Yard property standards Committee

The community is represented on various boards and committees namely Timiskaming Municipal Association, District of Timiskaming Social Services Assistance Board, Earlton Airport, Cobalt Public Library, Cobalt Coleman Latchford Temagami Tourism Association & Emergency Preparedness Committee.

ANIMAL CONTROL

Animal control services include dog tags, animal enforcement and animal pound. A private contractor provides this service for the Township. If you have concerns regarding a neighbour's pet (i.e. running at large, excessive barking etc.) or need other animal related services contact the municipal office .

BY-LAW COMPLIANCE

The Township of Coleman responds to written complaints regarding property standards, dumping, garbage, weeds and other matters of By-Law compliance. To obtain a current copy of specific by-laws, contact the municipal office .

Township by-laws are administered only on a *written complaint basis*, unless the complaint is a health or safety issue. Every attempt is made to achieve compliance without laying charges. Residents will be given fair notice of the problem and reasonable opportunity and time for corrective action to be taken. Subsequent steps may be taken if non compliant, and potential legal action may be required.



COMMUNITY HALL

Our community hall is available for special event rentals such as weddings, receptions and meetings. The hall has a seating capacity of 149, including tables, chairs and full kitchen facilities to meet your caterer's needs. There is sufficient parking space for your gathering at the complex. Contact the municipal office to book your event.

CONSERVATION AREAS

The Township of Coleman purchases municipal water for Coleman residents residing in the neighboring Town of Cobalt's watershed. The water is drawn from Lake Sassaginaga located in Cobalt. This conservation area has been protected since 1917 through an Act of the Provincial Legislature (The Cobalt Municipal Water Act). Development in the area of the lake is prohibited and is one of Canada's few lakes totally protected ensuring safe drinking water supply.

WASTE DISPOSAL

The municipal waste site is located at the end of Ferguson Road, off Hwy 11. Residents are asked to help keep our community clean, safe and clear of refuse, debris, inoperative motor vehicles, rubble and old appliances.

Household garbage is collected every Tuesday (excludes furniture, brush, appliances and derelict vehicles). Garbage must be placed at the end of your driveway in a closed container or a box no later than 7:00 a.m. on collection day to ensure pick up. Each household is allowed 3 regular sized garbage bags per week (max bag size 30"X33") - bag weighing no more than 50 lbs.

Recyclable waste materials are collected every second Tuesday (as per schedule), and must be placed at the end of your driveway in a blue box container no later than 7:00 a.m. on collection day. You may also deposit recycling in the designated shed, at the municipal waste site during regular waste site hours, provided recycled waste is in CLEAR garbage bags and broken down cardboard is tied in bundles.

The municipality offers a free clean up week in May (week after May long weekend), for residents to dispose of unwanted items (except brush and old buildings). In addition, the waste site is open during this week from 9:00 a.m. to 4:00p.m. for your convenience.

PROPERTY TAXES

Property taxes are collected in order to provide a number of services to residents such as roadway maintenance, waste collection, fire protection, police protection, recreation, culture, schools, social services, hospitals and doctors. The amount of your taxes are based on the tax rate levied by the municipality and the value of your property assessment.

For information regarding your property assessment, simply contact Municipal Property Assessment Corporation (MPAC) at 1-866-296-MPAC (6722).

The Township of Coleman taxes are payable in four installments each year. Interim tax bills are issued on March 1, with payments due end of March and April. Final taxes are issued on August 1, with payments due end of August and September.



RECREATION & CULTURAL PROGRAMS

Bass Lake Park is a family oriented public beach and is popular for swimming, picnics and camping . The serene surroundings attract visitors from all over Canada to enjoy the facilities which include camping sites and a playground. For Park information or to book a camping site contact the municipal office or during the camping season (May 15 to September 15) contact the Park Caretaker at 705 679-8648

The municipality offers the “Life Saving Society Swim Program” every July and August at our beautiful public beach at Bass Lake.

In addition, the Township acknowledges and supports the importance of the cultural organizations within the Town of Cobalt through financial donations to the Cobalt Public Library, Cobalt Mining Museum, Cobalt Classic Theatre, Cobalt Historical Society, and Cobalt Coleman Catholic Cemetery and Silverland Cemetery and the Royal Canadian Legion Cemetery (Hailebury).

ROAD MAINTENANCE

Please report any road safety concerns or fallen trees on road allowance at the municipal office.

Road maintenance is ongoing and all roads are inspected on a weekly basis.

Winter Road Maintenance

Plowing and salting depends on depth of snowfall, location, temperatures, time of day and many other factors. Snow routes are pre-determined with higher volume roads receiving priority. Please note that vehicles may be towed if winter road maintenance is impeded. Also, please remember that depositing snow from driveways onto roads is prohibited.

Speed Limit

Pedestrians and bicycles often enjoy the benefits of nature walks and our many trails within the municipality. Coleman speed limits are posted throughout the area; residents are asked to observe postings and drive carefully in order to ensure the safety of all residents.

PRIVATE DRIVEWAY WINTER PLOWING

The municipality offers private driveway winter plowing for a nominal fee to residents within the municipality. Contact the municipal office to arrange for driveway inspection to qualify.



FIRE DEPARTMENT

The fire department provides fire protection, fire prevention services, homes and business inspections, fire safety education and smoke alarm set up. The municipality's volunteer firefighters have met the educational and training criteria outlined by the province.

For home or business insurance grading purposes, a copy of the Fire Underwriters Survey Rating for Superior Tanker Shuttle Accreditation is available on our website.

To be accredited, fire departments must commit to maintaining a high standard of organization, and practice delivering the service regularly. The fire department must be able to show documentation through testing of flow rates and water volume that it can continuously provide water supplies in excess of the minimum required for hydranted municipal-type water supplies. The Township of Coleman meets the Fire Underwriters requirements.

FIRE BURNING PERMITS

The Township of Coleman requires anyone having open air fires to obtain a free fire permit. *No Fire permits shall be issued for the months of July and August in the Township.* During a fire ban, no permits will be issued and no burning of any kind is allowed (includes fireworks).

Small campfires (for cooking purposes only), contained in a fire pit are allowed without a fire permit provided the pits are at least 16.4 feet from any building or other combustibles. Flame must not exceed 4 feet in height.

Fire bans are a temporary restriction and is a proactive approach to eliminate human caused fires. At times, it is imposed due to weather conditions, lack of precipitation, the municipality's vast area of dry forest and the ability to have staffing and equipment available should fires occur.

EMERGENCY PREPAREDNESS

In an emergency, you may need to get by without power and water. Be prepared to be self sufficient for at least 72 hours with a household emergency kit. Make sure your kit is easily accessible and everyone in the household knows where it is. Your emergency kit should provide enough supplies for all the members of your family. For a basic list of supplies needed in your household emergency kit, contact municipal office.

HOSPITAL

Temiskaming Hospital, 421 Shepherdson Road, Temiskaming Shores (formerly New Lisheard).....705-647-8121

PLACES OF WORSHIP

A diverse list of churches and places of worship can be found in the yellow pages of the Temiskaming Shores & Vicinity telephone book or online at www.yellowpages.ca.



SCHOOLS

- District School Board Ontario North East (public, elementary and secondary schools).....1-800-381-7280
- Northeastern Catholic District School Board..... 705-647-4301
- Conseil Scolaire Catholique de District des Grandes Rivieres..... 705-647-7304
- Northern College of Applied Arts & Technology..... 705-672-3376

LIBRARIES

The library offers a variety of adult, junior, youth and children’s books, fiction, non fiction, videos, newspapers, magazines.

- Cobalt Public Library, 30 Lang St ,Cobalt 705-679-8120

POST OFFICE

The Canada Post office that is available to you is located on Silver Street in Cobalt. Set up your private mail box or have your mail delivered simply by arranging service through the Cobalt Post Office.





BUILDING GUIDELINES

When residents have new construction, additions, renovations or demolitions, a Building Permit is required in order to ensure that they meet all building standards and are safe. Building permits regulate various types of building construction and or demolitions that are allowed in the community.

As the building owner, you are ultimately responsible for complying with all building requirements and may require site plan approval. Your plans must comply with Zoning Bylaws or Official Plan, you may be required to apply for a minor variance, zoning and/or Official Plan amendment. Damages to municipal roads incurred during construction will be the responsibility of the land owner.

Permit application forms are available at the municipal office at 705-679-8833 or e-mail at toc@ontera.net, or contact the Chief Building Official(s) ph: 705-563-2375 or fax: 705-563-2093.

