

TOWNSHIP OF O'CONNOR – MINUTES – APRIL 11, 2016

Minutes of the meeting held on Monday, April 11, 2016 at 7 p.m. in the Council chambers.

Present: Mayor Vezina
Councillors: Alkins, Foekens
Clerk-Treasurer Buob

Visitors: Kelly Johnson, Leadhand
Rosy Brizi & Brent Harris – Grant Thornton

Absent: Councillor Loan, Councillor Racicot

Mayor Vezina called the meeting to order at 7:00 p.m..

Disclosure of pecuniary interest and general nature thereof: none

1. Moved by Chantal Alkins
Seconded by K. Foekens

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON TUESDAY,
MARCH 29, 2016 BE ACCEPTED AS PRINTED.**

Carried

Mayor Vezina asked Mr. Johnson if we wished to address Council on any personal matters and he replied no.

Ms. Brizi and Mr. Harris were welcomed to the table. Introductions were made. Mr. Brizi is the Partner responsible for the Township of O'Connor's audit and Mr. Harris is the senior accountant on the file.

Ms. Brizi provided Council with a draft copy of the Township's 2015 Financial Statements and the Report to Council and went through the documents thoroughly with Council, page by page. The Township of O'Connor's final deficit for 2015 is \$7,415.00 as a result of money transfer to reserves at year end.

The Internal Control letter was also discussed and will be signed by the Mayor and Clerk-Treasurer and submitted back to Grant Thornton.

Ms. Brizi and Mr. Harris were thanked for attending and they left the meeting at 7:45 p.m.

Mr. Johnson, Leadhand, was welcomed to the table. The Monthly Road Report was read. Roadwork in general was discussed. The road department is trying to keep up with filling potholes, covering frost heaves and removing snow.

The helipad surface treatment was briefly discussed. As per comments made by the auditor, money is accumulating in the helipad deferred revenue account, which can only be spent on the helipad maintenance. It was noted that the Ministry of Transportation will be resurfacing Highway 595 in the next couple of years. Perhaps a surface treatment for the helipad could be looked into while the company is in the area.

Mr. Johnson reported on the condition of Allan Road, the boundary road between O'Connor and Marks Townships. The road is currently in bad shape and needs material. Mr. Johnson has contacted the Ministry and they do not recognize this road, however it is in their local roads plan. There has been in the past, a Boundary Road Agreement between the Ministry and the Township of O'Connor but upon its expiry date a new agreement was not put in place, they just asked that we continue with current workings. This included the Ministry doing the winter maintenance and Township of O'Connor doing the summer maintenance. The Township does usually grade it once a year. It was agreed that the Township should be pushing for a renewed agreement. Mayor Vezina has also spoken with the contractor and a Ministry staff member and they will go over the old agreement and see what can be done. In the meantime Mr. Johnson will be placing some gravel on the road.

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The Workplace Inspection Reports for November 25, 2015 and March 15, 2016 were read and reviewed. Mr. Johnson noted that some of the items have already been addressed.

The Ministry of Transportation detour request for 2018 was discussed. The list of concerns with regard to the detour will have to be determined at a later date, as the roadways and the culverts cannot be properly looked at until the snow is gone.

TBT Engineering has requested a resolution approving the proposed detour and it was

2. Moved by K. Foekens
Seconded by Chantal Alkins

WHEREAS TBT ENGINEERING LIMITED IS UNDERTAKING A DETAIL DESIGN FOR A PROPOSED DETOUR TO ALLOW FOR THE FULL ROAD CLOSURE OF HIGHWAY 590 AT PITCH CREEK (SITE 48W-046/C) APPROXIMATELY 4.6 KM NORTH OF HIGHWAY 588 AND AT WHITEWOOD CREEK (SITE 48W-168C) APPROXIMATELY 9.5 KM NORTH OF HIGHWAY 588 TO FACILITATE THE REPLACEMENT OF CULVERTS IN THE YEAR 2018;

AND WHEREAS IT HAS BEEN REQUESTED THAT THE PROPOSED DETOUR DIRECT TRAFFIC ONTO EARL ROAD AND CONNOLLY ROAD LOCATED IN THE TOWNSHIP OF O'CONNOR;

AND WHEREAS EARL ROAD AND CONNOLLY ROAD WERE NOT BUILT TO SUPPORT LARGE VOLUMES OF HEAVY COMMERCIAL TRUCK TRAFFIC;

THEREFORE BE IT RESOLVED THAT THE TOWNSHIP OF O'CONNOR SUPPORTS A DETOUR ONTO EARL ROAD AND CONNOLLY ROAD DURING THE HIGHWAY CLOSURE PROVIDED THAT TRAFFIC SAFETY CONCERNS OF THE TOWNSHIP OF O'CONNOR ARE ADDRESSED PRIOR TO THE DETOUR;

AND FURTHER BE IT RESOLVED THAT THE TOWNSHIP OF O'CONNOR AND THE MINISTRY OF TRANSPORTATION ENTER INTO A COST SHARING AGREEMENT TO ENSURE THAT THE SAFETY CONCERNS OF THE TOWNSHIP ARE ADDRESSED PRIOR TO THE USE OF EARL ROAD AND CONNOLLY ROAD FOR THE PROPOSED DETOUR;

AND FURTHER BE IT RESOLVED THAT THE MINISTRY OF TRANSPORTATION'S CONTRACTOR WILL BE RESPONSIBLE FOR THE MAINTENANCE OF EARL ROAD AND CONNOLLY ROAD, INCLUDING DUST SUPPRESSANT, PERFORMING GENERAL ROAD MAINTENANCE AND UPON COMPLETION OF THE DETOUR, RETURNING THE CONDITION OF EARL ROAD AND CONNOLLY ROAD TO THE CURRENT CONDITION PRIOR TO THE DETOUR. PRIOR TO THE USE OF THE ROADS AN INSPECTION WILL BE HELD WITH THE MINISTRY OF TRANSPORTATION'S CONTRACTOR AND THE TOWNSHIP OF O'CONNOR LEADHAND. THE TOWNSHIP OF O'CONNOR ALSO REQUESTS THAT THE CONTRACTOR INSTALL TEMPORARY REDUCED SPEED ADVISORY SIGNS ON THE DETOUR ROUTE DUE TO THE INCREASED TRAFFIC.

Carried

A copy of this resolution will be forwarded to TBT Engineering.
Mr. Johnson was thanked for attending and left the meeting at 8:10 p.m.

Bills to be paid were passed around the table and it was

3. Moved by K. Foekens
Seconded by Chantal Alkins

THAT THE ADMINISTRATION AND ROADS VOUCHER FOR MARCH 2016 TOTTALLING \$110,586.83 BE APPROVED AND PAID.

Carried

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The Statement of Revenue and Expenditures to March 31, 2016 was reviewed.

The Disposal Site Policy was reviewed as amended, with regard to the new Disposal Site Hours and it was

4. Moved Chantal Alkins
Seconded by K. Foekens

THAT THE FOLLOWING AMENDMENTS BE MADE TO THE POLICY FOR THE DISPOSAL SITE:

UNDER THE HEADING “HOURS OF OPERATION” NOW READS AS FOLLOWS:

SUMMER HOURS – (APRIL 1ST – AUGUST 31ST)
TUESDAY – 6:00 P.M. TO 9:00 P.M.
SATURDAY – 9:00 A.M. TO 4:00 P.M.
(NOTE 4:00 P.M. CLOSING TRIAL RUN TO SEPTEMBER 30, 2016)

WINTER HOURS – (SEPTEMBER 1ST TO MARCH 31ST)
TUESDAY – 3:00 P.M. TO 6:00 P.M.
SATURDAY – 9:00 A.M. TO 4:00 P.M.
(NOTE 4:00 P.M. CLOSING TRIAL RUN TO SEPTEMBER 30, 2016)

Carried

Resolutions for endorsement were read as follows:

- a) Township of Tay regarding Insurance costs and it was

5. Moved by Chantal Alkins
Seconded by K. Foekens

THAT THE RESOLUTION FROM THE TOWNSHIP OF TAY APPEALING THE PROVINCIAL GOVERNMENT TO PROTECT THE TAXPAYERS FROM HIGH PROPERTY TAXES BY IMPLEMENTING A COMPREHENSIVE, LONG-TERM SOLUTION INSURANCE REFORMS, INCLUDING JOINT AND SEVERAL LIABILITY, FOR RISING LITIGATION AND CLAIM COSTS BE ENDORSED.

Carried

- b) Township of Georgian Bay requesting the Minister of Transport implement legislation that would provide authorities the ability to enforce a “No Wake” restriction on navigable waters was filed.

Correspondence was read as follows:

- a) Association of Municipalities of Ontario (AMO) i) Watch File – March 31, 2016
 ii) Watch File – April 7, 2016
 iii) AMO Communications – Policy matters notice
 iv) Policy Update – Legislative Changes to the Municipal Elections Act, 1996 (MEA)
 v) Policy Update – AMO report to Member Municipalities Highlights of the April 2016 Board Meeting
 vi) Municipal Infrastructure Placemat 2016
 b) AMCTO – regarding the Municipal Elections Act Modernization Act
 c) City of Thunder Bay - Court Services – 2016 budget distribution
 d) Stewardship Ontario – Thinking Beyond the Box – regarding the Industry funding for Municipal Blue Box Recycling for the fourth quarter of the 2015 Program Year.
 e) Greenmantle Forest Inc. – regarding Lakehead Forest 2017-2020 Contingency Plan for Crown Land forest operations.

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) Fotenn – Draft copy of the Township of O'Connor's Background Report was reviewed. The options and directions were discussed. The Clerk-Treasurer will contact Mr. Posen of Fotenn to discuss Council's questions and concerns with regard to the document.

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The next step for the Official Plan and Zoning By-law Review, once the report is approved, will be to host an Open House for members of the public to comment on the findings of the Issues and Options Report and general directions for the Official Plan/Zoning By-law. It was

6. Moved by K. Foekens
Seconded by Chantal Alkins

THAT THE FOLLOWING DATE BE SET FOR PUBLIC OPEN HOUSE MEETING WITH REGARD TO THE TOWNSHIP OF O'CONNOR OFFICIAL PLAN REVIEW MONDAY, MAY 30, 2016 FROM 7:00 P.M. – 9:00 P.M.

THE OPEN HOUSE WILL BE HELD IN THE O'CONNOR COMMUNITY CENTRE.

Carried

The casual relief janitor's position was discussed. The Clerk-Treasurer has contacted Ms. Scherby, as was discussed at the previous meeting, to see if she would still be interested in the position, as she was the only other applicant who applied when the position was first put out in 2015. Ms. Scherby was interested and it was

7. Moved by Chantal Alkins
Seconded by K. Foekens

THAT THEIANN SCHERBY BE HIRED AS THE CASUAL RELIEF FOR THE JANITOR POSITION.

RATE OF PAY WILL BE THE ENTRY WAGE OF \$14.94.

Carried

Ms. Scherby will be invited to attend a Council meeting to meet Council.

Under New Business, Council discussed

- a) Ambashi Engineering & Management Inc. request for Office space for the end of May 2016 until October 2016 and April 2017 to October 2017 was discussed. This firm has been hired by the Ministry of Transportation for project management of culvert replacements on Highway 590 and are looking for office space in the area. Council do not have any issues with the space being rented, however they will be notified that the space will not be exclusively theirs, as other groups do use this space. It was

8. Moved by K. Foekens
Seconded by Chantal Alkins

THAT AMBASHI ENGINEERING & MANAGEMENT INC. BE PROVIDED OFFICE SPACE FOR \$500.00 PER MONTH IN THE O'CONNOR COMMUNITY CENTRE, BEING THE PREVIOUS MUNICIPAL OFFICE SPACE, STARTING THE END OF MAY 2016 TO OCTOBER 2016 AND IF THERE ARE NO ISSUES WITH THE RENTAL, AGAIN IN APRIL 2017 TO OCTOBER 2017. THE SPACE WOULD NOT BE EXCLUSIVE TO AMBASHI ENGINEERING & MANAGEMENT INC. A RENTAL AND KEY ACCESS AGREEMENT WILL BE DRAFTED FOR SIGNING.

Carried

- b) Ministry of Municipal Affairs and Housing (MMAH) – regarding the New Planning Manager for Northwestern Ontario – Vicky Kosny. Ms. Kosny was formerly the Lakehead Rural Planning Board's Planner.
- c) City of Thunder Bay Superior North Emergency Medical Service – draft Deployment Plan and Tiered Response Agreement. The Clerk-Treasurer informed Council that she has also forwarded this document to the Township's Fire Chief and the First Response Co-ordinator for their thoughts or concerns. A meeting will be called with the area municipalities to discuss the agreements together before they are officially signed by each individual municipality. Council do not have any concerns at this time with the draft agreement.

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d) Alcohol and Gaming Commission of Ontario – regarding Lottery Licensing Training to be held May 17, 2016 in Thunder Bay. It was

9. Moved by Chantal Alkins
Seconded by K. Foekens

THAT THE FOLLOWING PERSON/S ATTEND THE MUNICIPAL LOTTERY LICENSING TRAINING SESSION TO BE HELD ON MAY 17, 2016 IN THUNDER BAY.

**CLERK-TREASURER BUOB
REGISTRATION: N/C**

Carried

e) Waste Diversion Ontario (WDO) Stakeholder Communications – WDO Listen and Learn Meeting. It was

10. Moved by K. Foekens
Seconded by Chantal Alkins

THAT THE FOLLOWING PERSON/S ATTEND THE WDO LISTEN AND LEARN MEETING TO BE HELD ON JUNE 21, 2016 IN THUNDER BAY.

**DEPUTY CLERK-TREASURER RACICOT
REGISTRATION: N/C**

Carried

Mayor Vezina noted that if this is a follow up meeting to one he attending in the fall he would also like to attend. The Clerk-Treasurer does not think it is but will look into it further to confirm.

- f) Ministry of Finance – Provincial Land Tax (PLT) Review Update 2016 – Additional input continues to be sought on the review.
g) NorWest Community Health Centres – Rural Health Fair – Saturday, May 14, 2016 – Invitation letter and logistics were reviewed. They would like Council to attend to mingle with the people to hear their concerns with regard to health issues. Councillor Alkins noted that she will be out of town that weekend and Mayor Vezina noted he may be able to pop in for a short period but not the full time. The Lakehead Rural Municipal Coalition together will share a table at the fair.
h) North Superior Workforce Planning Board – invitation to attend the Local Employment Planning Council (LEPC) launches to be held April 12 in Thunder Bay. No one will attend.

Issues brought forward or letters received after agenda was mailed were read as follows:

- a) Emergency Measures Organization (EMO) – Quarterly Newsletter Jan – Mar 2016. The newsletter indicated that the EMO levies will remain the same for 2016. The newsletter also referred to the joint emergency education session and table top exercise which will be held in June.
b) Councillor Bob McMaster – Thunder Bay District Health Unit Meeting Report March 16, 2016.

For information purposes, no building permits were approved. The Clerk-Treasurer did note that she has heard that so far there should be two or three new homes built in 2016.

11. Moved by K. Foekens
Seconded by Chantal Alkins

**THAT THE MEETING ADJOURN TO THE BUDGET MEETING TO BE HELD ON MONDAY, APRIL 25, 2016 AT 6:00 P.M.
TIME BEING: 9:10 P.M.**

Carried