

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 8, 2018

Minutes of the meeting held on Monday, January 8, 2018 at 7 p.m. in the Council chambers.

Present: Mayor Vezina
Councillors: Foekens, Loan, Racicot
Clerk-Treasurer Buob

Visitors: Kelly Johnson, Leadhand

Absent: Councillor Alkins

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

Disclosure of pecuniary interest and general nature thereof: Councillor Racicot declared and interest in item 9 d) as his spouse is an employee of the Township.

1. Moved by B. J. Loan
Seconded by K. Foekens

THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY, DECEMBER 18, 2017 BE ACCEPTED AS PRINTED.

Carried

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

Mr. Johnson, Leadhand, was welcomed to the table. The Ministry of Transportation staff who were originally scheduled to attend tonight's meeting cancelled this morning. Their email was read explaining the reasons. They will be rescheduled for a later date.

A Road Department update and roadwork in general was discussed. They have been hauling winter sand and plowing and sanding as required. Truck #7 has been brought in for repairs for an oil leak and will be in the shop for a couple of days.

Mr. Johnson has been working on the yearly paperwork and would like to have the Administrative Assistant come over to the garage for a couple of days to assist with some of this work. Council were in agreement for this to happen when time permits.

Workplace Inspection Reports for 2017 were reviewed. Ms. Laforest is the new Health and Safety Representative. It was noted that Mr. Johnson also has notes from the health and safety meetings which describe the topics discussed or additional training that took place at each of the meetings and they are signed by those in attendance.

The hourly equipment rates were reviewed with Mr. Johnson. These rates were increased in 2017 and it was agreed to keep them the same for 2018.

Item 9 e), the Boundary Road Agreement with the Township of Gillies, was briefly discussed with Mr. Johnson. He has no concerns with entering into another one year agreement until the Township of Gillies decides what they are going to do with the repairs to the Main Street hill.

Mr. Johnson was thanked for attending and he left the meeting at 7:28 p.m.

Bills to be paid were passed around the table. It was

2. Moved by Bishop Racicot
Seconded by K. Foekens

THAT THE ADMINISTRATION AND ROADS VOUCHER #2 FOR DECEMBER 2017 TOTTALLING \$52,496.28 BE APPROVED AND PAID.

Carried

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3. Moved by Bishop Racicot
Seconded by B. J. Loan

THAT THE FOLLOWING BILLS FOR JANUARY 2018 BE PAID. THESE BILLS WILL BE INCLUDED ON THE JANUARY 2018 ADMINISTRATION AND ROADS VOUCHER.

| | |
|---|-------------------|
| CK#14752 AMCTO (MEMBERSHIP) | \$ 879.14 |
| CK#14753 ASSOCIATION OF MUNICIPALITIES OF ONTARIO | \$ 699.47 |
| CK#14754 MUNICIPAL FINANCE OFFICERS' ASSOCIATION | \$ 282.50 |
| CK#14755 ONTARIO ASSOCIATION OF FIRE CHIEFS | \$ 288.15 |
| CK#14756 HYDRO ONE (STREETLIGHTING) | \$ 52.17 |
| CK#14758 AMCTO ZONE 9 (GRANT) | \$ 100.00 |
| CK#14759 CANWEST PROPANE | \$2,397.09 |
| CK#14760 MINISTER OF FINANCE (CACC DISPATCH) | \$ 30.00 |
| CK#14761 MONICA BUDISELIC (REIMBURSEMENT) | <u>\$ 65.42</u> |
| | \$4,793.94 |

Carried

The Statement of Revenue and Expenditures to December 31, 2017 will not be available until the final adjusting entries are made and the auditors have finished their review and made any necessary changes.

By-laws and Policies were discussed as follows:

- a) A by-law to impose late payment charges and it was

4. Moved by K. Foekens
Seconded by B. J. Loan

THAT BY-LAW NUMBER 2018-01 BEING A BY-LAW TO IMPOSE LATE PAYMENT CHARGES FOR NON-PAYMENT OF TAXES OR ANY INSTALLMENT BY THE DUE DATE BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- b) A by-law to provide for an interim levying amount and it was

5. Moved by K. Foekens
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2018-02 BEING A BY-LAW TO PROVIDE FOR AN INTERIM LEVYING AMOUNT BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- c) A by-law to authorize the borrowing of monies and it was

6. Moved by B. J. Loan
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2018-03 BEING A BY-LAW TO AUTHORIZE THE BORROWING OF MONIES BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

It was agreed to move item 9 e) forward on the agenda.

- e) A by-law to authorize the execution of a boundary road agreement with the Township of Gillies and it was

7. Moved by Bishop Racicot
Seconded by B. J. Loan

THAT BY-LAW NUMBER 2018-04 BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH THE CORPORATION OF THE TOWNSHIP OF GILLIES FOR THE JOINT MAINTENANCE OF COMMON BOUNDARY ROADS BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

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Councillor Racicot left the room

- d) The Administrative Benefits policy was reviewed. A request was made to add parents to the sick leave days for illness in the family. Council were in favour of this addition. Council also suggested that it be confirmed that the rest of the policy meets the new regulations set out in Bill 148. A revised policy will be brought back to Council for final approval at the next meeting.

Councillor Racicot returned to the meeting.

The District of Thunder Bay Social Services Administration Board meetings schedule for 2018 and the inaugural meeting for 2019 was reviewed.

Correspondence was read as follows:

- a) Treasurer's Itemized statement of expenses for Council and Committee Members.
 b) Lakehead Rural Municipal Coalition (LRMC) – i) Minutes November 16, 2017 meeting.
 ii) Minutes December 14, 2017.

It was noted that Mr. Rusnak, MP, will be meeting with the members of the LRMC on January 17th. As well there will be a public session on January 16, 2018, both to discuss the upcoming Federal Budget and discuss any concerns. Mayor Vezina will attend the public session on January 16th. He has forwarded to members of the LRMC the Township's concerns previously discussed, and as they are the same as other member municipalities of the LRMC they will be brought forward at the meeting.

- c) Ontario Provincial Police (OPP) – i) January Newsletter. Council would like information with regard to snowmobiling included in the next issue of the Cornerstone.
 ii) Municipal Policing Bureau – Updates from the Bureau of the OPP and invitation to meet with the Bureau at the ROMA Conference in January. Mayor Vezina would like to meet with them if there is still an opportunity. The Clerk-Treasurer will contact them and try to setup an appointment.
 d) Ministry of Infrastructure – regarding new municipal asset management planning regulation (O.Reg. 588/2017).
 e) Association of Municipalities of Ontario (AMO) – i) AMO Communications – New Municipal Asset Management Planning Regulation.
 ii) Office of the President letter – thank you for membership support in 2017.
 f) Ministry of Finance - regarding Ontario continues to prepare for federal legalization of cannabis.
 g) Stewardship Ontario – regarding Industry funding for Municipal Blue Box Recycling for the third quarter for the 2017 Program Year.
 h) Municipal Property Assessment Corporation (MPAC) – MPAC News – December 2017. It was noted that this email is still being addressed to Ron Nelson. Councillor Loan and the Clerk-Treasurer both contacted them in this regard.
 i) Ernie Hardeman, MPP – PC Critic for Municipal Affairs and Housing regarding the Ontario PC Platform, called the People's Guarantee.

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) The Competent Supervisor Course, hosted by the Lakehead Region Conservation Authority on February 13 and 14, 2018 in Thunder Bay. It was

8. Moved by K. Foekens
 Seconded by Bishop Racicot

THAT THE FOLLOWING PERSON/S ATTEND THE COMPETENT SUPERVISOR COURSE TO BE HELD FEBRUARY 13 & 14, 2018 IN THUNDER BAY. REGISTRATION FEE – STILL TO BE DETERMINED BASED ON ATTENDANCE. MAXIMUM \$370.00 PLUS HST PER PERSON.

**KELLY JOHNSON, LEADHAND
 LORNA BUOB, CLERK-TREASURER**

Carried

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Under New Business, Council discussed

- a) The Township of O'Connor's fee schedule for services provided by the Township. The Cornerstone advertising was discussed and it was agreed to increase the rate of a full page advertisement and the rate of a business advertisement. The Community Centre rental rates and the disposal site rates for truckloads of material will also be increased. The new rates will be brought back for approval at the next meeting.
- b) Don Rusnak, MP – meeting on January 16, 2018 with LRMC. This item was previously discussed under correspondence.
- c) Ministry of Municipal Affairs – 2016 Financial Indicator Review for the Township of O'Connor. The Township has two indicators in the Moderate level for challenge with the balance at low level. Taxes Receivable should return to low in 2017 and the Asset Consumption Ratio should also be lowered in 2017 due to the number of culvert replacements that were completed in 2017.
- d) The Federation of Canadian Municipalities (FCM) request for the Township to join the Federation in 2018. Council agreed not to become a member at this time.
- e) North West LHIN regarding the Regional Transportation Plan – Upcoming work and opportunity for involvement. Looking for committee members for the Regional Transportation Working Group. As this time no one will submit their name for this committee.

Under further new business, Councillor Loan thanked everyone for their condolences after his wife's passing in December.

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

- a) Lakehead Region Conservation Authority/Lakehead Conservation Foundation regarding the upcoming 2018 Conservation/Dinner and Auction. It was

9. Moved by B. J. Loan
Seconded by K. Foekens

THAT THE FOLLOWING PERSON/S ATTEND THE LAKEHEAD CONSERVATION FOUNDATION 2018 FUNDRAISING DINNER AND AUCTION TO BE HELD FEBRUARY 8, 2018 IN THUNDER BAY.

TICKETS: \$50.00 EACH

MAYOR VEZINA

Carried

- b) Hymers Agricultural Society request for donation and advertisement. It was

10. Moved by Bishop Racicot
Seconded by B. J. Loan

THAT A HALF PAGE ADVERTISEMENT IN THE HYMERS AGRICULTURAL SOCIETY PRIZE LIST BOOK BE PURCHASED AT A COST OF \$65.00 AND A DONATION OF ONE HISTORY BOOK.

Carried

11. Moved by K. Foekens
Seconded by Bishop Racicot

BE IT RESOLVED THAT THE NEXT PORTION OF THE MEETING BE CLOSED TO THE PUBLIC IN ORDER TO DISCUSS LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS; PURSUANT TO SUBSECTION 239(2)(D) OF THE MUNICIPAL ACT, 2001.

TIME BEING: 9:05 P.M.

Carried

Council reviewed and discussed the wages for the non-union staff, excluding the Clerk-Treasurer and Deputy Clerk-Treasurer for the 2018 calendar year.

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- 12. Moved by B. J. Loan
Seconded by K. Foekens

**TIME BEING: 9:25 P.M.
THAT WE NOW MOVE TO OPEN MEETING.**

Carried

- 13. Moved by Bishop Racicot
Seconded by B. J. Loan

**THAT THE SALARY AND WAGE SCHEDULE FOR THE TOWNSHIP OF O'CONNOR NON-UNION STAFF COMPRISING OF THE ADMINISTRATIVE ASSISTANT, DISPOSAL SITE CARETAKER, JANITOR, GROUNDS KEEPER, DOG CONTROL OFFICER, FENCEVIEWER, LIVESTOCK VALUATOR, WEED INSPECTOR AND THE STARTUP/PROBATION RATE WILL RECEIVE AN INCREASE AS FOLLOWS:
EFFECTIVE JANUARY 1ST, 2018 INCREASED BY 2 PERCENT.**

Carried

- 14. Moved by Bishop Racicot
Seconded by K. Foekens

THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, JANUARY 22, 2018 AT 7:00 P.M.

TIME BEING: 9:28 P.M.

Carried

Mayor

Clerk-Treasurer