

## TOWNSHIP OF O'CONNOR – MINUTES – MARCH 26, 2018

Minutes of the meeting held on March 26, 2018 at 7 p.m. in the Council chambers.

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

Visitors: Fire Chief Mattas  
Kristen Spithoff and Candace Phillips – BDO Dunwoody  
Linda Racicot arrived at 8:40 p.m.

Absent: Councillor Alkins, Councillor Foekens

Mayor Vezina called the meeting to order at 7:01 p.m..

Disclosure of pecuniary interest and general nature thereof: none

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

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY, MARCH 12, 2018 AND NOTES FROM THE EMERGENCY MANAGEMENT PROGRAM COMMITTEE MEETING HELD ON MONDAY, MARCH 12, 2018 BE ACCEPTED AS PRINTED.**

Carried

Ms. Phillips, as a resident of the Township, was asked if she wished to address Council on any personal matters and she replied no.

Ms. Spithoff and Ms. Phillips, the Township auditors from BDO Dunwoody, were welcomed to the table to discuss the 2017 year-end audit. Ms. Spithoff thanked the staff for their assistance during the audit and noted that everything went very smoothly. She also provided Council with BDO mugs and calendars and noted that glasses will also be coming in the near future.

Ms. Spithoff and Ms. Phillips then presented Council with the Final Report letter, the Consolidated Financial Statements and the Trust Funds Financial Statements. The letter highlights and explains key issues which the auditor believes to be relevant to the audit. BDO uses the risk based approach and does testing based on these internal controls. The document identifies financial statement areas with higher risks. The auditors asked Council if they were aware of any fraud or illegal activities. Council replied no.

The Management Letter was discussed. At this time they have not prepared a letter as the three points are the same as last year that have not been addressed. They would recommend that a landfill site report be prepared, the Capital Asset policy needs to be amended to reflect what is being used to amortize some of the capital items and it was noted that the Lakehead Rural Planning Board is not being consolidated in the Township's Financial Statements as the amount is minimal.

Both the Consolidated Financial Statements and the Trust Fund Financial Statements for the Township were reviewed and explained. The audit went smoothly with no issues.

Council informed the Auditors that they are aware of the landfill closure requirements and are putting money away each year in the budget for it. They will consider a disposal site study in the near future. Ms. Spithoff and Ms. Phillips were thanked for attending and left the meeting at 7:40 p.m.

Fire Chief Mattas was welcomed to the table. The Fire Department report was read. There were two first response calls and one fire/co alarm call since the last report. Fire Chief Mattas reported that the outdoor rink is done for the season due to the warmer weather and the heat of the sun melting the ice surface with water then running off. He did flood the surface quite a few times with the assistance of a couple of volunteers and Mr. Johnson, Leadhand. He would like to recommend that next year a plastic be laid on the surface prior to flooding to hold the water in when it does warm up as it would

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refreeze if it did not run off and he would like to recommend that the hump in the surface be removed.

Fire Chief Mattas informed Council that he will be unavailable from April 4<sup>th</sup> to 11<sup>th</sup>.

He expressed his concern with the lack of members from the Township on the team and the attendance at the training sessions. There are members who live in the City of Thunder Bay or work in the City who would not be available on quick notice to attend a call, especially during the daytime.

Fire Chief Mattas reminded Council of the Wildfire Community Preparedness Day and BBQ to be held on May 5<sup>th</sup>. The Ministry of Natural Resources and Forestry will be doing a presentation on fire safety and Fire Smart program for trimming your trees and cleaning up your fire hazards. It has been suggested that the trees in front of the O'Connor Community Centre be used for a demonstration on how to trim the property owners trees.

Fire Chief Mattas informed Council that the team has been having trouble with some of the radios. He has looked into this further and it was actually the Gillies tower that the radios were working off that had the issue. This problem has been rectified, while there are still dead zones it is not the Township's radios that are the issue.

The February 23, 2018 O'Connor Volunteer Fire Department Auxiliary meeting minutes were read.

The Ministry of Community Safety and Correctional Services report with regard to public alerting in Ontario was read. Alert Ready Ontario is part of a national service designed to deliver critical and potentially life-saving emergency alert messages to Canadians. A national awareness campaign will launch on March 26 and a province-wide test will take place on May 7<sup>th</sup> and again on September 19<sup>th</sup>. The Provincial Emergency Operations Centre (PEOC) can also issue an alert on behalf of a municipality.

A letter was read from the Ontario Association of Fire Chiefs with regard to the stakeholder responses, including from municipalities and Fire Departments on the draft fire regulations. The issues were mandatory training and certification of firefighters, community risk assessments and public reporting. More than 400 sets of comments were received.

Council discussed further with Fire Chief Mattas the lack of volunteers on the department. A discussion was had with regard to how we can recruit more members, and how we can get the concern out to our resident's so they realize that there is a need for more members. Mayor Vezina and Councillor Loan will attend the next Fire Department Auxiliary meeting on April 10<sup>th</sup> to discuss with the members putting a recruitment plan together.

Fire Chief Mattas was thanked for attending and he left the meeting at 8:30 p.m.

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

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

**THAT THE FOLLOWING BILLS FOR FEBRUARY AND MARCH 2018 BE PAID. THESE BILLS WILL BE INCLUDED ON THE MARCH 2018 ADMINISTRATION AND ROAD VOUCHER.**

<b>CK#14879 MINISTER OF FINANCE (PLANNING CONF REG)</b>	<b>\$ 300.00</b>
<b>CK#14880 KELLY JOHNSON (MILEAGE, MEDICAL, SAFETY)</b>	<b>\$ 368.00</b>
<b>CK#14881 HYDRO ONE</b>	<b>\$ 754.43</b>
<b>CK#14882 ASSOCIATION OF MUNICIPALITIES OF ONT (REG)</b>	<b>\$ 84.75</b>
<b>CK#14883 THUNDER BAY DSSAB</b>	<b>\$ 6,477.00</b>
<b>CK#14884 LINDA RACICOT (REIMBURSEMENT PAPER)</b>	<b>\$ 169.44</b>
<b>CK#14885 LORNA BUOB (MEDICAL/DENTAL/MILEAGE)</b>	<b>\$ 467.50</b>
<b>CK#14886 LOCAL AUTHORITY SERVICES (FUEL)</b>	<b>\$ 3,189.23</b>
<b>CK#14887 SUN LIFE ASSURANCE COMPANY OF CANADA</b>	<b>\$ 1,156.62</b>

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<b>CK#14888 TOWNSHIP OF O'CONNOR (PETTY CASH)</b>	<b>\$ 34.50</b>
<b>CK#14889 RECEIVER GENERAL (RADIO LICENCE)</b>	<b>\$ 693.00</b>
<b>CK#14890 THUNDER BAY VETERINARY SERVICES</b>	<b>\$ 100.00</b>
<b>CK#14891 LAKEHEAD DISTRICT SCHOOL BOARD</b>	<b>\$23,687.25</b>
<b>CK#14892 THUNDER BAY CATHOLIC DIST SCHOOL BD</b>	<b>\$ 2,099.25</b>
<b>CK#14893 CSDC DES AURORES BOREALES</b>	<b>\$ 173.73</b>
<b>CK#14894 MUNICIPALITY OF NEEBING (POLICING)</b>	<b>\$12,966.00</b>
<b>CK#14895 ERIN LAFOREST (MILEAGE)</b>	<b>\$ 70.00</b>
	<b>\$52,790.70</b>

Carried

The Statement of Revenue and Expenditures to date are not available.

The Main Street Revitalization Initiative – Guide to the municipal funding agreement was reviewed. The guide included types of costs that are eligible and how the program will be administered, etc. Council discussed possible projects that could be included in this funding, including highway and message signage, landscaping, installing concrete barriers, etc. It was agreed to enter into the agreement and it was

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

**THAT BY-LAW NUMBER 2018-07 BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A FUNDING AGREEMENT WITH THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO FOR THE TRANSFER OF MAIN STREETS REVITALIZATION INITIATIVES FUNDS BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

A consent application 1B/05/18 for Conmee Township was reviewed. This property is located on the Township's boundary road and requires Council's approval. It was

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

**THAT THE CONSENT APPLICATION 1B/05/18 FOR THE PROPERTY DESCRIBED AS PT LOT 8, CONCESSION 1, 55R-9237 PT 2 CONMEE TOWNSHIP BE APPROVED.**

Carried

A resolution was read from the City of Stratford regarding National Public Works Week and was filed.

Correspondence was read as follows:

- a) Municipality of Oliver Paipoonge regarding Expert Panel Report on Public Health. Their Council did not support the Thunder Bay District Health Unit's report.
- b) Ministry of Municipal Affairs – Lynn Buckham, Regional Director, Northern Region regarding the proposed exemption from approval (Official Plan Amendments). The strategy is to provide municipalities further authority to make decisions locally without additional levels of provincial approvals.
- c) Ontario Provincial Police (OPP) – April Newsletter. Council would like the article with regard to the OPP holding a gun amnesty during the month of April included in the newsletter.
- d) Association of Municipalities of Ontario (AMO) – i) AMO Communications -Canada-Ontario Sign Infrastructure Program Agreement. More information on this program will follow in a couple of weeks.
  - ii) AMO Communications – Main Street Revitalization – funding update. Municipalities will be receiving about 4% more than originally indicated in January.
  - iii) AMO Policy update Canada-Ontario Infrastructure Bilateral Agreement released
  - iv) AMO Communications – 2018 AMO Conference information. The Conference will be held in Ottawa August 19 – 22, 2018. At this time no one will attend.
  - v) AMO Policy Update – Speech from the Throne Delivered Today in the Legislature.
- e) Ministry of Natural Resources and Forestry – Inspection of Approved 2018-2019 Annual Work Schedule.

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- f) Ministry of the Attorney General – regarding the Local Planning Appeal Tribunal Act, 2017 Regulations related to the Building Better Communities and Conserving Watersheds Act, 2017.
- g) Prime Minister, Justin Trudeau – reply to Council's endorsed resolution regarding marijuana tax revenue.
- h) Premier, Kathleen Wynne – reply to Council's endorsed resolution regarding Endangered Species Act.

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) The Lakehead Rural Municipal Coalition (LRMC) recommendation for the Compliance Audit Committee. It was suggested at the LRMC that each member municipality appoint staff from the surrounding municipalities to be on their committee if the Councils from those municipalities would be willing to allow their staff to participate. Council agreed that with this suggestion and would be willing to appoint in this manner. They would also allow Clerk-Treasurer Buob to participate on the Township of Gillies and the Township of Conmee's Committees.
  - b) AMCTO – Financial Obligations in Elections, Compliance and Audit Committees and Third-Party Advertising Workshop attendance was discussed and it was
5. Moved by Bishop Racicot  
Seconded by B. J. Loan

**THAT THE FOLLOWING PERSON/S ATTEND THE AMCTO – FINANCIAL OBLIGATIONS IN ELECTIONS, COMPLIANCE AND AUDIT COMMITTEES AND THIRD-PARTY ADVERTISING WORKSHOP TO BE HELD IN THUNDER BAY ON APRIL 23, 2018.**

**CLERK-TREASURER BUOB**

**REGISTRATION: \$350.30**

Carried

- c) O'Connor Day tables and equipment being stored in the Road Department garage and annex building were discussed. It was agreed that some the tables could be sold. It was suggested that they be put out for sale at the Wildfire Community Preparedness Day. If no one is interested a couple of restaurants in Kakabeka Falls with outdoor seating will be approached to see if they would like them and if not they could be donated to Habitat for Humanity. The old fryers are not usable and could not be sold as a unit but possibly for parts. Councillor Racicot will look further into this. The sawhorses from the bucksaw contest will also be released. It was agreed to keep the sleigh tables, tents and the food preparation table.
- d) The Special Meeting for the draft Official Plan to be held on April 9<sup>th</sup> was discussed. Mr. Posen, the Senior Planner with Fotenn, working on our plan will be in attendance at the meeting and would like to confirm how much time is being allocated for him to speak. Council discussed the meeting and would like Mr. Posen to provide an overview of the process and the plan, explain some of the changes and answer any questions that may arise from the public. Beverages and donuts will be provided.

Under New Business, Council discussed

- a) Brokerlink – 2018-2019 – Municipal Insurance Renewal. Council reviewed the insurance renewal rates and agreed to continue with insurance coverage through Brokerlink.
- b) Ministry of Municipal Affairs – regarding the 2018 Municipal Election Candidate and Third Party Advertisers Information Session. The Ministry is once again willing to coordinating these sessions if communities are willing to host and have a minimum of 10 registrants. The sessions have been held at the Kakabeka Legion in the past and Council were willing to participate once again and promote it to our residents if the Municipality of Oliver Paipoonge is willing to host one.
- c) Ministry of the Environment and Climate Change – regarding the Ontario Community Environment Fund (OCEF). This is funding to restore and protect affected watersheds. No application will be submitted.
- d) Thunder Bay Federation of Agriculture (TBFA) – requesting donation to bring the movie Food Evolution to Thunder Bay. Council agreed not to make a donation at this time.

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Under further new business, Councillor Loan asked Council if they have any concerns or items they would like brought forward to the Thunder Bay District Municipal League that they bring them to the April 9<sup>th</sup> meeting in time for the Leagues next meeting on April 14<sup>th</sup>.

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

- a) Superior North EMS response to the LRMC's request for financial information. A copy of the 2018 budget and the levy calculations were provided and reviewed. They will also provide ongoing financial information on a quarterly basis.

No building permits have been submitted to date.

It was

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

**BE IT RESOLVED THAT THE NEXT PORTION OF THE MEETING BE CLOSED TO THE PUBLIC IN ORDER TO DISCUSS A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE MUNICIPALITY OR LOCAL BOARD; PURSUANT TO SUBSECTION 239(2)(C) OF THE MUNICIPAL ACT, 2001.**

**TIME BEING: 9:27 P.M.**

Carried

Information from the Clerk-Treasurer was distributed. Council briefly discussed and agreed to defer the item until full Council was in attendance. It was

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

**TIME BEING: 9:43 P.M.**

**THAT WE NOW MOVE TO OPEN MEETING.**

Carried

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

**THAT THE MEETING ADJOURN TO THE SPECIAL MEETING TO BE HELD ON MONDAY, APRIL 9, 2018 AT 6:00 P.M. IN THE O'CONNOR COMMUNITY CENTRE.**

**TIME BEING: 9:45 P.M.**

Carried

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Mayor

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Clerk-Treasurer