

TOWNSHIP OF O'CONNOR – MINUTES – APRIL 8, 2019

Minutes of the meeting held on Monday, April 8, 2019 at 7 p.m. in the Council chambers.

Present: Mayor Vezina
Councillors: Crane, Loan, Racicot
Clerk-Treasurer Buob
Visitors: BDO - Kristen Spithoff, CPA,CA and Candace Phillips, CPA,CA,
Erin Laforest, Administrative Assistant
Kelly Johnson, Leadhand arrived at 7:25 p.m.
Absent: Councillor Handy

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

Disclosure of pecuniary interest and general nature thereof: none

1. Moved by Jerry Loan
Seconded by Bishop Racicot

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY,
MARCH 25, 2019 BE ACCEPTED AS PRINTED.**

Carried

The visitors were asked if they wished to address Council on any personal matters and they replied no.

Ms. Spithoff and Ms. Phillips from BDO, the Township of O'Connor's auditors for 2018 year-end were welcomed to the table. Introductions were made. Ms. Spithoff provided Council with information with regard to changes to the format of the Financial Statements. She then presented the 2018 Statements to Council. The Independent Auditor's Report included in the document is new and was explained to Council. The variances between 2018 and 2017 were also explained. It was noted that the Landfill closure and post-closure liability was increased due to discussions held between staff and Ms. Phillips. It is recommended that a landfill study be conducted to ensure the accuracy of the life expectancy and to ensure the liability stated is accurate. The net financial assets are higher in 2018 than 2017, which is good and expresses that the Township is managing the cash flow properly. It was noted that the annual deficit and accumulated surplus shown include capital asset depreciation. The notes to the Financial Statements were also read. The amortization schedule for the Tangible Capital Assets estimated life was discussed. It was suggested that some of these numbers could be increased and that these numbers should also be consistent between the Capital Asset Management Policy and Plan. The Trust Funds Financial Statements were also presented. These Statements are for the Township of O'Connor's Cemetery Perpetual Care as well as the O'Connor Free Methodist Church Perpetual Care as the Township is their Trustee.

Ms. Phillips then continued the discussions with highlights and key issues relevant to the audit, including engagement objectives, audit strategy and risks, and planned audit responses. It was noted that during the audit they obtain reasonable assurance that the financial statements are free of material misstatements, which could be caused by error or fraud. They also perform procedures to address the assessed risk. A Management Letter was also provided. Four recommendations were made to management and will be considered in 2019. Staff was thanked for their cooperation and assistance during the course of the audit.

Ms. Spithoff then informed Council of more changes issued by the Accounting Standard Board, coming in 2022 with regard to the Statements, including Asset Retirement Obligations relating to possible future cleanup costs for different sites within the Township which will have to be setup like the landfill, and a Financial Instrument Standard with regard to investments and market value.

Ms. Spithoff and Ms. Phillips were thanked for attending and they left the meeting at 7:50 p.m.

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Mr. Johnson, Leadhand was welcomed to the table. Roadwork in general was discussed. Mr. Johnson noted that they are dealing with the weather and patching potholes, steaming culverts and watching for ice in the early mornings. He noted that they have been cleaning culvert ends and so far there has been no flooding. He was out working on Sunday morning due to all the rain as there were minor issues with water on Blaikie Road. It was noted that there were no major issues with ice and water on the East portion of Fleming Road this year, compared to last winter. They will be grading the snow off the West portion of Fleming, which is not maintained in the winter, so that it will dry quicker and will be ready for the detour this summer. Council asked how Truck #9 has been running lately with regard to the smoking issue. Mr. Johnson noted that the shop had changed the wiring and it seems to be working good. The condition of the pickup truck was also discussed. Further discuss will be held at the upcoming budget meeting.

The Administration and Roads Voucher to March 31, 2019 was reviewed and it was

2. Moved by Jerry Loan
Seconded by A. Crane

**THAT THE ADMINISTRATION AND ROADS VOUCHER FOR MARCH 2019
TOTTALLING \$122,669.32 BE APPROVED AND PAID.**

Carried

The Statement of Revenue and Expenditures to date were unavailable.

A letter was read from the Ontario Public Works Association with regard to the 2019 National Public Works Week to be held from May 19 – 25, 2019 and requesting support to their efforts by issuing a proclamation officially recognizing the week. It was

3. Moved by A. Crane
Seconded Bishop Racicot

**WHEREAS, PUBLIC WORKS PROFESSIONALS FOCUS ON
INFRASTRUCTURE, FACILITIES AND SERVICES THAT ARE OF VITAL
IMPORTANCE TO SUSTAINABLE AND RESILIENT COMMUNITIES AND TO
THE PUBLIC HEALTH, HIGH QUALITY OF LIFE AND WELL-BEING OF THE
PEOPLE OF ONTARIO; AND,**

**WHEREAS, THESE INFRASTRUCTURE, FACILITIES AND SERVICES
COULD NOT BE PROVIDED WITHOUT THE DEDICATED EFFORTS OF
PUBLIC WORKS PROFESSIONALS, WHO ARE ENGINEERS, MANAGERS
AND EMPLOYEES FROM PROVINCIAL AND MUNICIPAL GOVERNMENTS
AND THE PRIVATE SECTOR, WHO ARE RESPONSIBLE FOR REBUILDING,
IMPROVING AND PROTECTING OUR NATION'S TRANSPORTATION,
WATER SUPPLY, WATER TREATMENT AND SOLID WASTE SYSTEMS,
PUBLIC BUILDINGS, AND OTHER STRUCTURES AND FACILITIES
ESSENTIAL FOR OUR CITIZENS; AND,**

**WHEREAS, IT IS IN THE PUBLIC INTEREST FOR THE CITIZENS, CIVIC
LEADERS AND CHILDREN IN CANADA TO GAIN KNOWLEDGE OF AND TO
MAINTAIN A PROGRESSIVE INTEREST AND UNDERSTANDING OF THE
IMPORTANCE OF PUBLIC WORKS AND PUBLIC WORKS PROGRAMS IN
THEIR RESPECTIVE COMMUNITIES,**

**WHEREAS, THE YEAR 2019 MARKS THE 58TH ANNUAL NATIONAL PUBLIC
WORKS WEEK SPONSORED BY THE AMERICAN PUBLIC WORKS
ASSOCIATION AND CANADIAN PUBLIC WORKS ASSOCIATION BE IT
NOW,**

**RESOLVED, WE THE MAYOR AND COUNCIL OF THE TOWNSHIP OF
O'CONNOR DO HEREBY DESIGNATE THE WEEK OF MAY 19-25, 2019 AS
NATIONAL PUBLIC WORKS WEEK; I URGE ALL OUR PEOPLE TO JOIN
WITH REPRESENTATIVES OF THE CANADIAN PUBLIC WORKS
ASSOCIATION AND GOVERNMENT AGENCIES IN ACTIVITIES, EVENTS**

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AND CEREMONIES DESIGNED TO PAY TRIBUTE TO OUR PUBLIC WORKS PROFESSIONALS, ENGINEERS, MANAGERS AND EMPLOYEES AND TO RECOGNIZE THE SUBSTANTIAL CONTRIBUTIONS THEY MAKE TO PROTECTING OUR NATIONAL HEALTH, SAFETY, AND QUALITY OF LIFE.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND CAUSED THE SEAL OF THE MUNICIPALITY TO BE AFFIXED,

DONE AT THE TOWNSHIP OF O'CONNOR, ONTARIO THIS 8TH DAY OF APRIL, 2019.

Carried

Mr. Johnson was thanked for attending the meeting and left at 8:20 p.m.

Correspondence were read as follows:

- a) O'Connor Fire Department – i) report from February 21–March 23, 2019. There were no calls in that time period. It was noted that six new turn out gear had arrived and were distributed to the members. Meeting/training dates and those in attendance were also included in the report. It was noted in the report that nine SCBA Air Packs were back from testing and were all okay. Council would like to have all reports or invoices related to health and safety items included with the report. This will be forwarded to Fire Chief Mattas. A Health and Safety Committee for the Fire Department was briefly discussed and it will be brought back to another meeting when Fire Chief Mattas is in attendance.
- ii) O'Connor Volunteer Fire Department Auxiliary minutes from February 12, 2019.
- b) The District of Thunder Bay Social Services Administration Board (TBDSSAB) regarding the Ontario Renovates Funding for Homeowners. This funding is available to assist low to moderate income homeowners to make needed home repairs or to make modifications to their home to accommodate members with disabilities. This program will be advertised in the Cornerstone.
- c) Northwestern Ontario Municipal Association (NOMA) – 2019 Annual Meeting & Conference draft Agenda was read, as well as the third and final call for nominations for offices of President and Executive Vice-President. To date there is one name put forward for both positions.
- d) Ontario Provincial Police (OPP) – April 2019 Newsletter. It was noted that effective May 1, 2019 stricter distracted driving laws will come into place with regard to eating and driving. It was suggested that the OPP be contacted to get more information and have it included in the May issue of the Cornerstone.
- e) Association of Municipalities of Ontario (AMO) – i) Policy Update – regarding Federal and Provincial Transit Funding Announced Outside Greater Toronto and Hamilton Area.
- ii) regarding the Announcement of one-time funding for small and rural municipalities to improve service delivery and efficiency. It is recommended that the money be used to improve how municipalities deliver services to reduce ongoing costs of providing those services.
- f) Minister of Infrastructure and Communities regarding special funding provided to Ontario recipients under the Canada-Ontario-Association of Municipalities of Ontario-Toronto Gas Tax Fund Administrative Agreement. Additional one-time top-up funding in the amount of \$2.2 billion to the Gas Tax Fund will be distributed. Ontario will receive \$819,443,895. Municipalities will receive a share of this funding using the same terms currently in place. The funding is expected to be transferred following royal assent of the Budget 2019.
- g) Ministry of Natural Resources and Forestry regarding the Review of Long-term Management Direction Lakehead Forest 2020 – 2030 Forest Management Plan.
- h) Stewardship Ontario regarding the Industry funding for Municipal Blue Box Recycling for the fourth quarter of 2018 Program Year.
- i) Honourable Patty Hajdu, MP, Thunder Bay-Superior North reply letter to Council regarding the endorsed resolution regarding “Investing in Canada Infrastructure Program.”
- j) Ministry of the Environment, Conservation and Parks reply to Council's endorsed resolution regarding Municipal approval for landfills.

The balance of the correspondence was passed around the table.

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Under Old Business, Council discussed

- a) The draft Zoning By-law for the Township of O'Connor. The document was prepared by Fotenn, with amendments made to incorporate recent changes to the Township's Official Plan. Council reviewed the By-law page by page, making comments and asking questions which were noted to be discussed further with Mr. Posen from Fotenn. Clerk-Treasurer Buob will bring these items back to Fotenn for correction or clarification. A public meeting will have to be held but no date will be set until Council is aware of when the final draft with these concerns or changes will be addressed.

- 4. Moved by Bishop Racicot
Seconded by Jerry Loan

TIME BEING: 10:30 P.M. THAT THE BUSINESS OF THIS MEETING CONTINUE.

Carried

A video with regard to Financing Local Governments in the 21st Century: Going Back to the First Principles for information purposes will be deferred to each Council member to watch on their own due to the time of the meeting and other issues to be discussed.

Under further old business, Council thanked Ms. Laforest for doing an awesome job filling in at the office during both the Clerk-Treasurer and Deputy Clerk-Treasurer's absence recently.

Under New Business, Council discussed

- a) A Report from Clerk-Treasurer Buob regarding the Township's Insurance renewal which runs from April 1st to April 1st. The renewal came in recently with an overall 48.7% increase. As this is unacceptable, quotes have been requested from two different companies, one through the Township's current Broker and one through a Northwestern Ontario broker. Due to the short notice of the increase and the time that it will take to get a new quote, the renewal had to be signed. The explanation of the increase in the liability premium is due to the municipal liability market and the very sudden and dramatic turn and it is affecting the smaller municipalities the hardest. While the Township of O'Connor's losses on the liability side have been favourable, this is not the case for the majority of Ontario municipalities and as a result all municipalities are being hit with large increases. The Clerk-Treasurer will continue to work on getting new quotes.
- b) Township of Conmee letter requesting support for the Conmee Non-Profit Housing Corporation Development. As a municipality is not allowed to get a licence to operate a seniors housing facility the Corporation has been formed. The Township owns approximately 100 acres which they would like to use for a rural senior's housing development, to be known as "The Pines on Hume". This development would be open to seniors throughout the District of Thunder Bay and they are asking for a letter of support from the Township. It was

- 5. Moved by Jerry Loan
Seconded by A. Crane

THAT THE TOWNSHIP OF O'CONNOR COUNCIL SUPPORTS THE CONMEE NON-PROFIT HOUSING CORPORATION'S PROPOSED SENIOR'S DEVELOPMENT, TO BE KNOWN AS "THE PINES ON HUME", OPEN TO SENIORS THROUGHOUT THE DISTRICT OF THUNDER BAY,

AND THAT A LETTER OF SUPPORT BE FORWARDED TO THE TOWNSHIP OF CONMEE.

Carried

- c) A meeting date for Emergency Management Program Committee and a Table Top Exercise prior to May 31. Council discussed possible dates and it was

- 6. Moved by Bishop Racicot
Seconded by A. Crane

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THAT THE FOLLOWING DATE AND TIME BE SET FOR AN EMERGENCY MANAGEMENT PROGRAM COMMITTEE MEETING**WEDNESDAY, MAY 8, 2019 AT 7 P.M.****THE MEETING WILL BE HELD IN THE COUNCIL CHAMBERS.**

Carried

Council would like to defer the setting of a Table Top Exercise date at this time to discuss further with Deputy Clerk-Treasurer and Community Emergency Management Coordinator Linda Racicot. It was suggested that June would be a better time if possible.

- d) Thunder Bay Regional Health Sciences Foundation request for support for cardiovascular surgery program. This item will be deferred until the budget. It was suggested that a donation be made in honour of former Mayor Ron Nelson who was instrumental in bringing the program to Thunder Bay. The request will also be included in the next issue of the Cornerstone for our residents to consider making a donation.
- e) Senate Lake Superior Scottish Regiment – request for support in creating a new war memorial in recognition of the 52nd (New Ontario) Battalion, Canadian Expeditionary Force. Council would like more information as to how much they are looking for and it will be discussed further at the budget.
- f) Cheryl Gallant, MP regarding Introducing the Bill C-278, the Foreign Lobbyist Transparency Act and requesting support. This item was filed.
- g) Geoff Whitlock, Creator of EarlyScale requesting entrepreneurship support for students was filed.
- h) A date for a full budget meeting. The Clerk-Treasurer noted the current status of the budget and Council discussed possible dates and it was

- 7. Moved by Jerry Loan
Seconded by Bishop Racicot

**THAT THE FOLLOWING DATE BE SET FOR A BUDGET MEETING
MONDAY, JUNE 3, 2019 AT 7 P.M.****THE MEETING WILL BE HELD IN THE COUNCIL CHAMBERS.**

Carried

The final 2019 tax bills will be sent out July, one month later than usual this year.

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

- a) The District of Thunder Bay Social Services Administration Board (TBDSSAB) – Update from the Board 4/8/2019. The report noted that the 2019 operating budget was approved with a 6.1% decrease. The Capital budget was also approved with funds coming from the Capital Replacement Reserve Fund. It was noted that even though their budget went down, the Township of O'Connor's levy will increase due to the increase in the Township of O'Connor assessment.
- b) Ministry of Community Safety and Correctional Services – a letter regarding the Naloxone Program dated December 7, 2017 was read. Council has asked Administration to look into getting Naloxone kits for the Township First Aid kits and to have available for the First Response Team. At this time the First Response are not allowed to have these kits. Fire Services are allowed to sign up but in the letter they recommend that you consult legal counsel first. As this letter is dated 2017, Mayor Vezina will check with the Thunder Bay District Health Unit (TBDHU) at their next meeting to see if there have been any changes in this regard.
- c) Fairtax – 2019 Federal Budget Funding Highlights. The Highlights for Municipalities include housing solutions to the short housing supply, infrastructure deficits, and upgrading broadband in Northern and rural communities. Municipalities will also receive funds for energy efficiency. These funds will allow municipalities to retrofit and improve older buildings with energy saving technology.

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Ms. Laforest left the meeting and it was

8. Moved by A. Crane
Seconded by Bishop Racicot

BE IT RESOLVED THAT THE NEXT PORTION OF THE MEETING BE CLOSED TO THE PUBLIC IN ORDER TO DISCUSS A PERSONAL MATTER ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES PURSUANT TO SUBSECTION 239(2)(E) OF THE MUNICIPAL ACT, 2001.

TIME BEING: 11:23 P.M.

Carried

A letter received from the Township of Gillies was read and discussed.

9. Moved by Jerry Loan
Seconded by Bishop Racicot

TIME BEING: 11:35 P.M.

THAT WE NOW MOVE TO OPEN MEETING.

Carried

It was agreed to not respond to the Township of Gillies in regard to the letter at this time.

10. Moved by Bishop Racicot
Seconded by A. Crane

THAT THE MEETING ADJOURN TO THE BUDGET MEETING TO BE HELD ON APRIL 23, 2019 AT 6:00 P.M.

TIME BEING: 11:38 P.M.

Carried

Mayor

Clerk-Treasurer