

TOWNSHIP OF O'CONNOR – MINUTES – FEBRUARY 11, 2019

Minutes of the meeting held on Monday, February 11, 2019 at 7 p.m. in the Council chambers.

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

Visitors: Sheelagh Hendrick, Integrity Commissioner and Closed Meeting Investigator, Linda Racicot, Deputy Clerk-Treasurer
Kelly Johnson, Leadhand, arrived at 7:25 p.m.

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

Disclosure of pecuniary interest and general nature thereof: Councillor Racicot declared an interest in items 14 c) and d) as his spouse is an employee of the Township.

1. Moved by Bishop Racicot
Seconded by A. Crane

**THAT THE MINUTES OF THE COUNCIL MEETING HELD ON MONDAY,
JANUARY 28, 2019 BE ACCEPTED AS PRINTED.**

Carried

Ms. Racicot was asked if she wished to address Council on any personal matters and she replied no.

Ms. Sheelagh Hendrick was welcomed to the table and introductions were made. Ms. Hendrick was appointed as one of the Township of O'Connor's Integrity Commissioners and Closed Meeting Investigators in December 2017. As a part of her introduction she provided Council with her previous work history with the City of Thunder Bay. Ms. Hendrick was invited to attend the Council meeting to explain the changes made to the Municipal Act, 2001 with regard to Code of Conduct for Council and the Municipal Conflict of Interest Act and the role of the Integrity Commissioner, which come into effect March 1, 2019.

Ms. Hendrick's provided a handout with a summary of her presentation to Council, as well the Clerk-Treasurer provided a copy of the Bill 68 changes to the Municipal Act, 2001 for reference. Ms. Hendrick congratulated Council in already having a Code of Conduct and having appointed an Integrity Commissioner as many municipalities have not. The current Code will however have to be updated to meet the new requirements and will be applicable to Council and local boards. It was noted that the role of the Integrity Commissioner has also expanded with the new regulations. A Council member may ask for advice, or an elector, or a person demonstrably acting in the public interest, may submit a request for inquiry with Integrity Commissioner. All requests must be in writing. With regard to a complaint there could be an informal process or a formal process. There cannot be a fee associated with the process and the complainant will remain anonymous to the proposed violator. If upon review it is determined that the complaint is frivolous or it is determined that there are no grounds for an investigation, the investigation can be terminated. If it is determined that a contravention by a member has occurred the penalty may be a reprimand or a suspension of remuneration up to 90 days. No inquiries can be opened from nomination day to Election Day.

A Conflict of Interest was also explained. As per the Municipal Conflict of Interest Act a member has a conflict of interest if they could be financially affected, directly or indirectly, with the matter being discussed. The member of Council must disclose at the meeting, prior to the item being discussed or as soon as they realize they have an interest. As of March 1, 2019 this declaration must be in writing and submitted to the clerk at the meeting. A register is also to be kept that contains every statement and declaration of the conflict of interest. Once disclosed the member shall not take part in any discussion related to that item and cannot take part in the vote. In a closed meeting the member must leave the room for the discussion and the vote.

Ms. Hendrick was thanked for attending and left the meeting at 7:32 p.m.

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Mr. Johnson, Leadhand, was welcomed to the table. A Road Department update was provided and roadwork in general was discussed. Mr. Johnson noted that they have been snowplowing a lot and have started to do some scratching of the roads and winging back of snowbanks where required. The frost heaves are starting to appear and they will be putting out bump signs soon.

The 2019 Road Department budget date was briefly discussed and dates will be set at an upcoming meeting. It was suggested to Mr. Johnson that he take photos of the municipal yard after he sands it and it was suggested that for the budget he look into getting a new phone with a camera.

Mr. Johnson noted that the outdoor rink is still not open. They did get the snow blown off today, however the snow blower did quit as they finished and he will be looking at it tomorrow to see why. He will contact the Fire Chief to see when he may be able to flood the surface again.

Mr. Johnson was thanked for attending and he left the meeting at 7:48 p.m.

The Administration and Roads Voucher for January 2019 and bills to be paid were reviewed and it was

2. Moved by B. Jerry Loan
Seconded by A. Crane

**THAT THE ADMINISTRATION AND ROADS VOUCHER FOR JANUARY 2019
TOTTALLING \$97,750.04 BE APPROVED AND PAID.**

Carried

3. Moved by W. Handy
Seconded by A. Crane

**THAT THE FOLLOWING BILLS FOR JANUARY 2019 AND FEBRUARY 2019
BE PAID. THESE BILLS WILL BE INCLUDED ON THE FEBRUARY 2019
ADMINISTRATION AND ROAD VOUCHER.**

CK#15477	THUNDER BAY DSSAB	\$ 6,478.00
CK#15478	MINISTER OF FINANCE (EHT 2018)	\$ 5,241.05
CK#15479	SUPERIOR PROPANE (FIRE DEPT HEATING)	\$ 1,779.08
CK#15480	EXPERTISE FOR MUNICIPALITIES (REGIST)	\$ 226.00
CK#15481	HYDRO ONE (STREETLIGHTING)	\$ 49.50
CK#15482	BEHAVIOURAL SCIENCES CENTRE (EFAP)	\$ 35.00
CK#15483	GFL ENVIRONMENTAL INC (RECYCLING)	\$ 615.29
CK#15484	ASHLEY LITTLEFIELD (MAILBOX REPLACEMENT)	\$ 56.49
		\$14,480.41

Carried

The Statement of Revenue and Expenditures will not be available until after the completion of the Township audit.

By-laws and Policies were discussed as follows:

- a) By-law Number 2019-05 with regard to establishing a fee for the disposal of refrigerators, freezers and air conditioners was reviewed and it was

4. Moved by W. Handy
Seconded by Jerry Loan

**THAT BY-LAW NUMBER 2019-05 BEING A BY-LAW TO AMEND BY-LAW
NUMBER 2018-06, TO ESTABLISH RATES FOR DISPOSAL OF REFUSE AT
THE O'CONNOR LANDFILL SITE BE PASSED AND ENTERED IN THE
BY-LAW BOOK.**

Carried

- b) The Policy for the Disposal Site was also amended to reflect the new fee for the disposal of refrigerators, freezers and air conditioners and it was

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5. Moved by A. Crane
Seconded by Bishop Racicot

THAT THE FOLLOWING AMENDMENTS BE MADE TO THE POLICY FOR THE DISPOSAL SITE: FOLLOWING SEGREGATED ITEMS: TO BE PLACED WHERE INDICATED BY SIGNAGE AND THE CARETAKER

ADD: OLD APPLIANCES – A FEE OF TWENTY (\$20.00) DOLLARS SHALL BE PAID AT THE TOWNSHIP OF O'CONNOR MUNICIPAL OFFICE DURING REGULAR OFFICE HOURS, PRIOR TO DISPOSAL, FOR ACCEPTANCE OF REFRIGERATORS, FREEZERS AND AIR CONDITIONERS AT THE DISPOSAL SITE.

WHEN THE REFRIGERATORS, FREEZERS OR AIR CONDITIONERS ARE DISPOSED OF AT THE SITE THE RECEIPT MUST BE SHOWN TO THE CARETAKER AND THE RECEIPT NUMBER SHALL BE WRITTEN ON THE UNIT WITH PERMANENT MARKER OR PAINT. THE REFRIGERATOR OR FREEZER DOOR/LID MUST BE REMOVED FROM THE UNIT AND PLACE IN AN UPRIGHT POSITION IN THE ASSIGNED COMPOUND AREA.

Carried

- c) The Municipal Act, 2001 Bill 68 changes, require the municipality to establish a Tree Canopy Policy and a Maternity Leave for Council Members Policy. The Clerk-Treasurer informed Council of these requirements and noted that administration has participated in a webinar with Wishart Municipal Law Group and they will be creating both of this Policies for us and they will be brought to the next meeting for approval.

Correspondence were read as follows:

- a) Ministry of Transportation (MTO) – regarding a Load Restrictions on Kaministiquia River Bridges on Highway 588 in the Municipality of Oliver Paipoonge. As a result of a recent structural inspections the MTO have decided to implement load restrictions.
- b) Ministry of Municipal Affairs and Housing – Municipal Services Office – North (Thunder Bay) – 2018 Municipal Elections Summary of Results.
- c) Ministry of Municipal Affairs and Housing – letter from Minister Clark regarding the launch of consultation on long-standing issues surrounding joint and several liability.
- d) Lakehead Rural Municipal Coalition (LRMC) – regarding Summer Tourism Student Opportunity – Superior Country. The Municipality of Neebing will be applying for a student and if they are successful they are willing to have the student work with the LRMC members to promote tourism in their areas.
- e) Association of Municipalities of Ontario (AMO) – i) Office of the President.
ii) AMO Annual Conference Updates.
- f) Thunder Bay OPP – February 2019 Newsletter. It was suggested that the information with regard to cold weather safety tips be included in the Township's next newsletter.
- g) Municipal Property Assessment Corporation (MPAC) – MPAC Update. Carla Y. Nell, Vice-President, Municipal and Stakeholder Relations will be leaving MPAC, effective February 8th.
- h) Northern Policy Institute – A Regional approach is needed to attract and retain newcomers.

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) Township of O'Connor's Official Plan – Council adopted the Official Plan at their April 23, 2018 Council meeting by By-law Number 2018-09 and submitted it to the Ministry for final approval. The Ministry of Municipal Affairs and Housing approved the Township's Plan as adopted, subject to modifications as noted in the Notice of Decision January 30, 2019, with Notice provided to the Township on January 31, 2019. This decision is final and not subject to appeal, therefore the Plan as modified came into effect on January 31, 2019. Council therefore accepts the document as presented and a Consolidated copy will be prepared by Fotenn and will be available for the public in the near future.
- b) HME Enterprises – Township of O'Connor final copy of the Community Wildland Fire Protection Plan was reviewed by Council and it was

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6. Moved by Bishop Racicot
Seconded by A. Crane

BE IT RESOLVED THAT COUNCIL ADOPT THE TOWNSHIP OF O'CONNOR COMMUNITY WILDLAND FIRE PROTECTION PLAN DATED JANUARY 30, 2019 PREPARED BY HME ENTERPRISES LTD.

Carried

A copy of the Plan will be posted on the Township's website and will be made available at the Township office for anyone wanting a copy.

- c) Ontario Good Roads Association (OGRA) – Conference – Program at a Glance and registration. As was discussed at the January 28, 2019 Council meeting, Mayor Vezina will be attending the conference for his employment. His employer will cover the expense of his wage, flight and hotel rooms and as he will also be able to participate in the conference as Mayor of the Township, this is a great opportunity and the Township will cover the registration cost. It was

7. Moved by Jerry Loan
Seconded by A. Crane

THAT THE FOLLOWING PERSON/S ATTEND THE ONTARIO GOOD ROADS ASSOCIATION CONFERENCE TO BE HELD ON FEBRUARY 24 - 27, 2019 IN TORONTO.

REGISTRATION: \$675.00 + HST

MAYOR VEZINA

Carried

- d) Tbaytel –Timo Hiiback, Director – Strategy and Technology Planning regarding the invitation to have Mr. Hiiback attend an upcoming Council meeting to discuss the possibility of bringing Broadband to the Township of O'Connor. Mr. Hiiback responded that he would be willing to attend a meeting but will have to speak with his Vice-President to co-ordinate a date for a presentation but she is away this week. Upon his future response this item will be brought back to the another meeting to set a date for a presentation.
- e) Municipality of Oliver Paipoonge – Copy of the letter sent to the City of Thunder Bay with regard to the Restriction of Truck Traffic on Arthur Street and Dawson Road. The letter included the results of a truck count study that the Municipality of Oliver Paipoonge engaged True Grit Engineering to do in April 2018 and asks the City of Thunder Bay Council to review the study and reconsider their decision to move forward with the diversion.
- f) Update from Councillor Handy regarding her attendance at the ROMA Conference. Councillor Handy reported that she attended approximately 20 delegations with the Ministries, with the members of the Lakehead Rural Municipal Coalition (LRMC) and found them very informative. She found the issues presented to the Ministers or their staff, in the LRMC's Rural Action Plan (RAP) were very well received by the Ministries. The Lakehead Police Service Board (LPSB) representation adjustment was discussed and the change requested should be coming in the near future. She noted that there were meetings with the Ministry of Transportation with regard to the City's proposal to change the truck route. Mayor Kloosterhuis from Oliver Paipoonge, also setup a meeting with the City of Thunder Bay manager to discuss the issues in this regard. Councillor Handy did come back with a resolution with regard to the Right to Approve landfills that she would like Council to consider endorsing, which she will bring to the next meeting. She also noted that the keynote speaker was excellent and provided her with some great information to revitalize our community and she will bring it to Council for their consideration at a future meeting. Overall she found it to be a very good experience.

Under New Business, Council discussed

- a) Northwestern Ontario Municipal Association (NOMA) – First Call for Nominations for Offices of President & Executive Vice President. Mayor Vezina noted that while Council does support NOMA, if a member of Council was to consider running for the position they must have the approval for Council as there are expenses to the

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Municipality in running for these positions. No one will put their name forward at this time.

- b) City of Thunder Bay – Office of the Fire Chief, Thunder Bay Fire Rescue – regarding an invitation to Essentials of Municipal Fire Protection – A Decision Makers' Guide Seminar. Council discussed the attendance and it was

8. Moved by Jerry Loan
Seconded by W. Handy

THAT THE FOLLOWING PERSON/S ATTEND THE ESSENTIALS OF MUNICIPAL FIRE PROTECTION – A DECISION MAKERS' GUIDE SEMINAR TO BE HELD IN THUNDER BAY ON THURSDAY, MARCH 7, 2019.

REGISTRATION FEE – N/C

**COUNCILLOR ALEX CRANE
COUNCILLOR BISHOP RACICOT
COUNCILLOR JERRY LOAN**

Carried

Councillor Racicot left the room.

- c) Wishart Municipal Law Group and Expertise for Municipalities – Code of Conduct and Related Policies – Drafting and training workshop in Thunder Bay February 15, 2019. The Clerk-Treasurer noted that the AMCTO Zone 9 has agreed to subsidize a portion of the cost for this workshop for their members as they feel it would be a great advantage for the members and the group was not getting a good response due to the cost of the workshop. The cost is now reduced to \$200 plus HST and the Township will come away with the following final documents, the Code of Conduct for Council, Integrity Commissioner Protocol and a Staff Council Relations Policy. All required as of March 1, 2019 as per the Municipal Act, 2001 as amended. It was

9. Moved by W. Handy
Seconded by A. Crane

THAT THE FOLLOWING PERSON/S ATTEND THE CODE OF CONDUCT AND RELATED POLICIES DRAFTING AND TRAINING WORKSHOP TO BE HELD IN THUNDER BAY ON FRIDAY, FEBRUARY 15, 2019.

DEPUTY CLERK-TREASURER RACICOT

REGISTRATION: \$200 + HST

Carried

- d) City of Dryden – regarding the Northwest Response Forum – April 2 – 4, 2019 and the Office of the Fire Marshal and Emergency Management - Sector meeting April 1, 2019 in Dryden. Deputy Clerk-Treasurer Racicot and Community Emergency Management Coordinator (CEMC) for the Township of O'Connor would be interested in participating in both the Sector meeting and the Forum. She did attend two years ago and found it very informative. It was

10. Moved by A. Crane
Seconded by W. Handy

THAT THE FOLLOWING PERSON/S ATTEND THE NORTHWEST RESPONSE FORUM AND AMETHYST SECTOR SPRING MEETING TO BE HELD IN DRYDEN FROM MONDAY, APRIL 1, 2019 TO APRIL 4, 2019.

CEMC, DEPUTY CLERK-TREASURER RACICOT

REGISTRATION: \$250.00

Carried

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Councillor Racicot returned to the meeting.

- e) Ontario Senior of the Year Award – Nomination due by April 30, 2019. It was agreed to put a name forward for this award.

Under further new business, Council suggested that at the next Health and Safety meeting held with the road employees that clothing and Personal Protective Equipment (PPE) be discussed to ensure that it is always in good condition and is being worn.

Mayor Vezina noted that at the Township's annual Christmas party held in February the Volunteer Fire Department Members were recognized for their years of service, based on five year increments, but staff has never been recognized. It was agreed that at the next Christmas party that all staff with at least 5 years of service be recognized for their actual years and from this point forward for every five years thereafter, the same as the volunteers.

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

- a) Food Strategy – welcome to Council and introduction letter from the Thunder Bay & Area Food Strategy. The group is committed to creating a healthy, equitable and sustainable food system that contributes to the economic, ecological, and social well-being and health of the City of Thunder Bay and area. The groups 2018 highlights and the 2019 priorities were also provided.
- b) Ombudsman Ontario – Copy of the latest edition "Open Meetings, Guide for municipalities".

For information purposes no building permits were approved since the last meeting.

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

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD
ON FEBRUARY 25, 2019 AT 7:00 P.M.**

TIME BEING: 9:22 P.M.

Carried

Mayor

Clerk-Treasurer