

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2020

Minutes of the meeting held on Monday, January 13, 2020 at 7 p.m. in the Council chambers.

Present: Councillors: Crane, Handy, Loan, Racicot
Deputy Clerk-Treasurer Racicot
Visitors: Leadhand, Kelly Johnson
Absent: Mayor Vezina

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

Disclosure of pecuniary interest and general nature thereof: Councillor Racicot declared an interest in item 17a) as his spouse is an employee of the Township.

1. Moved by Jerry Loan
Seconded by Bishop Racicot

THAT THE MINUTES OF THE COUNCIL MEETING HELD ON MONDAY, DECEMBER 16, 2019, THE NOTES FROM THE EMERGENCY TABLETOP EXERCISE HELD ON NOVEMBER 19, 2019 AND THE NOTES FROM THE EMERGENCY MANAGEMENT PROGRAM COMMITTEE MEETING AND SENIOR ELECTED OFFICIALS WORKSHOP HELD ON NOVEMBER 26, 2019 BE ACCEPTED AS PRINTED.

Carried

Leadhand, Kelly Johnson was welcomed to the table. A Road Department update and roadwork in general was discussed. The roads crew have been out plowing, sanding and pushing back the snowbanks. Minor repairs to truck #7 were done. The right rear leaf springs needed replacement. Mr. Johnson has been working on the funding application for the Investing in Canada Infrastructure Program (ICIP). An application to replace Bridge #2 on Smith Road was going to be submitted for funding, however it was determined that new infrastructure was not eligible for the funding. JML Engineering has been contracted to determine the best replacement option for this bridge and to help with the application. As the bridge is no longer being considered for the ICIP, Mr. Johnson has informed JML Engineering and they have agreed to continue working on the best replacement option for future funding opportunities and to provide a letter supporting their findings.

Mr. Johnson attended a meeting with the Ministry of Transportation (MTO) regarding the billing that we issued for maintenance to Strom Road, Fleming Road and Sovereign Road during the Highway 590 closure last summer. These roads had been used as a detour during the closure. After discussions and an invoice adjustment, MTO has agreed to reimburse the Township for the cost of the extra maintenance of the roads.

A letter from Ms. Lauren Richard regarding Diana Road was discussed. The west entrance to Diana Road has been closed since the flooding in 2019. Ms. Richard is requesting that the entrance be reopened for safety reasons. Mr. Johnson stated that the entrance in question to Diana Road poses a safety hazard for the Township equipment when snowplowing and grading as they need to back up on to Blaikie Road during the process. Mr. Johnson commented that he had had plans to close this entrance prior to the flooding. He is also aware of the concern expressed by Ms. Richard and does have plans to widen the east entrance on Diana Road and to brush on the other side of Blaikie road in order to improve visibility for drivers accessing Diana Road. Mr. Johnson has obtained permission from the property owner across Blaikie Road to do the brushing and has scheduled the work to be done by this spring.

A letter will be sent to Ms. Richard thanking her for her concerns and explaining what we will be doing to address them.

The draft By-law to regulate and control the Township of O'Connor Highways was reviewed. Council did not have any issues with the draft By-law and it will be brought back to the next meeting of Council for approval. The By-law will sent to the Regional Chief Justice and will take effect upon approval of the set fines outlined in Schedule "A" of the By-law.

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2020

Item 17 Closed Portion was moved forward on the agenda in order to discuss the item 17 b) with Leadhand, Kelly Johnson and it was;

2. Moved by Bishop Racicot
Seconded by W. Handy

BE IT RESOLVED THAT THE NEXT PORTION OF THE MEETING BE CLOSED TO THE PUBLIC IN ORDER TO DISCUSS LITIGATION OR POTENTIAL LITIGATION, INCLUDING MATTERS BEFORE ADMINISTRATIVE TRIBUNALS, AFFECTING THE MUNICIPALITY OR LOCAL BOARD; PURSUANT TO SUBSECTION 239(2)(E) OF THE MUNICIPAL ACT, 2001. AND TO DISCUSS LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS; PURSUANT TO SUBSECTION 239(2)(D) OF THE MUNICIPAL ACT, 2001.

TIME BEING: 7:48 PM

Carried

Council discussed a potential litigation matter.

Councillor Racicot left the room during the discussion of Labour relations and the Administration wage rates for the part-time employees was reviewed.

Councillor Racicot returned to the closed portion of the meeting.

3. Moved by Jerry Loan
Seconded by W. Handy

TIME BEING: 8:15 PM

THAT WE NOW MOVE TO OPEN THE MEETING.

Carried

The Administration and Roads Voucher #2020-01 for December 2019 and January 2020 was reviewed, and it was

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

THAT THE ADMINISTRATION AND ROADS VOUCHER #2020-01 DATED JANUARY 13, 2019 TOTTALLING \$58,614.94 BE APPROVED AND PAID.

Carried

By-laws and Policies were reviewed as follows:

- a) By-law Number 2020-01 to impose late payment charges was reviewed. The interest rate is set at 1.25% and it was

5. Moved by Jerry Loan
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2020-01 BEING A BY-LAW TO IMPOSE LATE PAYMENT FOR THE NON-PAYMENT OF TAXES OR ANY INSTALLMENT BY THE DUE DATE BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- b) By-law Number 2020-02 to provide for an interim tax levy amount was reviewed. Council will continue to send out one interim tax bills, based on 50% of the previous years taxes with two installments, due at the end of February and April. It was

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2020

6. Moved by Jerry Loan
Seconded by W. Handy

THAT BY-LAW NUMBER 2020-02 BEING A BY-LAW TO PROVIDE FOR AN INTERIM LEVYING AMOUNT BY PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- c) By-law Number 2020-03 to authorize the borrowing of monies was reviewed. This By-law provides for an overdraft on the Township bank account, if required, and it was

7. Moved by Jerry Loan
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2020-03 BEING A BY-LAW TO AUTHORIZE THE BORROWING OF MONIES BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

By-law Number 2020-04 to authorize a Transfer Payment Agreement for funding through the Investing in Canada Infrastructure Program (ICIP) Rural and Northern Stream was reviewed and it was

8. Moved by Jerry Loan
Seconded by W. Handy

THAT BY-LAW NUMBER 2020-04 BEING A BY-LAW AUTHORIZING THE EXECUTION OF A TRANSFER PAYMENT AGREEMENT BETWEEN HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF ONTARIO REPRESENTED BY THE MINISTER OF AGRICULTURE, FOOD AND RURAL AFFAIRS AND THE CORPORATION OF THE TOWNSHIP OF O'CONNOR BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

The draft policy for Employee Service Recognition was reviewed. References to the Service Award that is awarded to the Volunteer Fire Department will be removed and a separate policy will be drafted for the department members. The revised Employee Service Recognition Policy will be brought to the next meeting of Council for approval.

The draft policy for Health and Safety was reviewed. Council commented that the Administration Assistant, Erin Laforest, did great job on drafting the policy. The policy will be brought back to the next meeting of Council for approval.

The Administrative Benefits Policy was reviewed. No changes will be made.

The Township of O'Connor's Accessibility Five Year Plan was reviewed. As part of the annual Compliance Audit Report, Council is required to review the plan on an annual basis. Current plan covers 2016-2020. No recommended changes to the plan were made.

The Township of O'Connor's By-law to establish miscellaneous fees and charges was reviewed. It was agreed to leave all fees the same for 2020.

Council reviewed the draft amendments to the Township of O'Connor's Emergency Management Program. The Community Emergency Management Coordinator (CEMC), Linda Racicot, has recommend that the Incident Management System (IMS) be incorporated into the plan and that the Appendix "C" – Public Information Guide: Evacuation be revised and a new appendix be added detailing the Township's Emergency Evacuation Plan. An Emergency Evacuation Registration Form will also be added to the plan as a Supplemental Document. These changes will be made and brought back to the next Council meeting for approval.

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2020

Resolutions for endorsement were read as follows:

- a) Township of Tecumseh regarding 911 misdials was filed
- b) Township of Stone Mills regarding support for the continuation of program support for Conservation Authorities in the Province of Ontario was filed. Council has already endorsed a similar resolution and the resolution was filed.
- c) Town of Deep River requesting the Premiers develop nuclear reactor technology was filed.

Correspondence were read as follows:

- a) Treasurer's Itemized Statement of Expenses for Council and Committee Members.
- b) i) The District of Thunder Bay Social Services Administration Board (TBDSSAB) update from the Board dated November 30, 2019.
ii) Update from the TBDSSAB dated December 24, 2019.
iii) 2020 TBDSSAB Board meeting dates.
- c) Thunder Bay District Health Unit notice of Public Levy. The Township's 2020 Levy will be 16,244.00 which represents a 10% increase over 2019.
- d) Lakehead Police Services Board (LPSB) and the Ontario Provincial Police (OPP) October 2019 to December 2019 Report "Working with Our Communities".
- e) Minister of Energy and Northern Development and Mines regarding the governments commitment to Ontarians to reduce energy costs and expand access to natural gas. Council would like Judith Monteith-Farrell, MPP, Thunder Bay- Atikokan and Marcus Powlowski, MP, Thunder Bay-Rainy River invited to attend an upcoming meeting of Council to discuss bring natural gas to the Township.
- f) Stewardship of Ontario regarding Industry funding for the Municipal Blue Box Recycling for the third quarter of the 2019 program year. The Township received \$996.00.
- g) Resource Productivity and Recovery Authority regarding the Environmental Registry Decision Notice – Changing the Resource Productivity and Recovery Authority's Mandate.
- h) Federation of Canadian Municipalities (FCM) reply letter to Council's endorsed resolution to remove Section 2.2 of the Fisheries Act.
- i) Ministry of Municipal Affairs and Housing regarding the changes to the Development Charges Act made by the More Homes, More Choice Act, and relevant amendments to Ontario Regulation 82/98 under the Development Charges Act that come into effect on January 1, 2020.
- j) Northern Policy Institute – Are Robots Coming for Our Jobs?

Under Old Business, Council discussed:

- a) Rural Ontario Municipal Association (ROMA) attendance change. Due to personal reasons Councillor Handy is unable to attend and Councillor Loan has agreed to attend in her place.
- b) Appointment of the Community Representative to the Lakehead Police Services Board and it was

9. Moved by Jerry Loan
Seconded by W. Handy

THAT COUNCIL AGREE TO THE APPOINTMENT OF MR. JOHN SOBOLTA, FROM THE TOWNSHIP OF O'CONNOR, AS THE COMMUNITY REPRESENTATIVE ON THE LAKEHEAD RURAL POLICE SERVICES BOARD FOR THE BALANCE OF THIS TERM OF COUNCIL.

Carried

- c) Emergency Text Messaging System was discussed. At the Council meeting held on December 2, 2019, Council discussed the implementation of an Emergency Text Messaging System for the Township residents. It was recommended that an article be placed in the January 2020 issue of the Cornerstone. Administration has received some interest in the system, however, cannot move forward with collecting contacts until we have a dedicated number that residents can use to sign up for the service. Deputy Clerk-Treasurer and CEMC, Linda Racicot has requested that the Township sign up for the 30 day free-trial to obtain the number and that information on how to sign up for the service be included in the February issue of the Cornerstone, on the Township's website, and placed in the 2020 Interim Tax Billing. Council were in agreement.

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2020

Under further old business discussed the van rental for the Northern Ontario Municipal Association (NOMA) conference to be held in Fort Frances that is being held on April 29, 30 and May 1, 2020. Councillor Racicot has looked into renting a full-sized van for Council and reported that it is too early to reserve at this time. A van will be reserved closer to the conference dated.

Tablets for Council's use during meetings was discussed. Councillor Crane has received an e-mail from Council Olson, Township of Conmee, regarding their use of laptops for meetings. In discussion with the Township of Conmee's CAO, Laura Bruni, Councillor Olson provided key points on how the laptops are used. The Township of Conmee has been using the laptops for the past two years. This information will be given to Clerk-Treasurer Buob for her consideration.

Automated External Defibrillator (AED) for the O'Connor Medical First Response team members was discussed. Council would like the O'Connor Fire Department Auxiliary to move forward with the plans to purchase two units that can be accessed by members of the team. Deputy Clerk-Treasurer Racicot will be attending the Tuesday, January 14th Auxiliary meeting and will bring the request to them.

Under new business Council discussed;

a) Hymers Agricultural Society – request for advertising and sponsorship for the 2020 Fall Fair. The advertisement from the 2019 prize book was reviewed. Council agreed that they would like to continue supporting the fair and it was

10. Moved by W. Handy
Seconded by Bishop Racicot

THAT A HALF PAGE ADVERTISEMENT IN THE HYMERS AGRICULTURAL SOCIETY PRIZE LIST BOOK BE PURCHASED AT A COST OF \$80.00 AND AN O'CONNOR TOWNSHIP HISTORY BOOK BE DONATED.

Carried

b) Lakehead Region Conservation Authority / Lakehead Conservation Foundation – regarding the 2020 Conservation Dinner & Auction – request for donation and attendance. It was

11. Moved by Jerry Loan
Seconded by Bishop Racicot

THAT THE FOLLOWING PERSON/S ATTEND THE LAKEHEAD CONSERVATION FOUNDATION 2020 FUNDRAISING DINNER AND AUCTION TO BE HELD ON FEBRUARY 7, 2020 IN THUNDER BAY.

TICKETS: \$60.00 EACH

MAYOR VEZINA OR ALTERNATE

Carried

c) Association of Ontario Municipalities (AMO) call for action to pass a resolution about transition of the Blue Box to Full Producer Responsibility was read. Council will not be passing a resolution.

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

a) LH North Limited Study Notice. The Ministry of Transportation (MTO) has retained LH North Ltd. for a Design Build Contract to replace three structural culverts on Highway 588, Highway 595 and Highway 590. Council are aware and have discussed these projects at a previous meeting.

b) E-mail from Mr. Timo Hiiback, Director-Strategy and Technology Planning for TBayTel. Mr. Hiiback attended a meeting of Council in May of 2019 and had indicated that TBayTel was within a multi-year program to build fiber-to-the-home/business (FTTH) facilities within its network area. Mr. Hiiback has been asked to attend a Council meeting to discuss this matter further. In his E-mail Mr. Hiiback

TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2020

has indicated that as they have not seen any material changes to either the costs of building FTTH facilities in O'Connor or funding opportunities, he does not feel that a formal follow up discussion would be productive for O'Connor at this time. Council would like the invitation to Judith Monteith-Farrell, MPP, and Marcus Powlowski, MP mentioned previously during this meeting to also include this issue.

For information purposes no building permits have been issued since the last meeting.

- 12. Moved by Jerry Loan
Seconded by W. Handy

THAT THE COUNCIL MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, JANUARY 27, 2020 AT 7:00 P.M. IN THE O'CONNOR COUNCIL CHAMBERS.

TIME BEING: 9:00 P.M.

Carried

Mayor

Deputy Clerk-Treasurer