

## TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 24, 2022

Minutes of the Council meeting held virtually on Monday, January 24, 2022 at 7 p.m. from the municipal office.

Present: Mayor Vezina  
 Councillors: Crane, Handy, Loan,  
 Councillor Racicot arrived at 7:12 p.m. due to internet connection issues  
 Clerk-Treasurer Buob (Municipal office)  
 Deputy Clerk-Treasurer Racicot (Municipal office)

Visitors: Fire Chief Henry Mattas  
 Administrative Assistant Laforest  
 Greg Biloski, Fire Department Captain

Mayor Vezina called the meeting to order at 7:06 p.m.

1. Moved by A. Crane  
 Seconded by Jerry Loan

**THAT THE AGENDA FOR THE MEETING BE APPROVED.**  
 Carried

Disclosure of pecuniary interest and general nature thereof: none

2. Moved by W. Handy  
 Seconded by Jerry Loan

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY,  
 JANUARY 10, 2022 BE ACCEPTED AS PRINTED.**  
 Carried

Visitors participating did not have additional requests to be discussed that weren't already on the agenda.

Fire Chief Mattas was welcomed to the meeting. The Fire Department report from December 16, 2021 to January 20, 2022 was read. There was one fire/co alarm call since the last report. Meeting and training attendance was included in the report. Four members have signed up for a NFPA 1001 fire fighter level one course being held in Oliver Paipooonge in May and June of this year.

Under Fire Department issues Fire Chief Mattas noted that he has a few budget items that will need to be purchased prior to final budget approval. Due to the NFPA regulations, turnout gear has a life span of ten years from manufactures date and four sets of turnout gear will be expiring in the near future and will need to be replaced.

Driver training was also discussed. Four members are interested in signing up to get their DZ licence to be qualified to drive the fire trucks. All of these members do live in the Township and are very interested in staying with the department. Only a couple of members on the current roster have the proper licence and not all live within the Township. Fire Chief Mattas has requested quotes from both Taranis Training and Transport Canada. Taranis Training did come in with the best price and the Fire Department has used them in the past with no issues, and he would like to get the training started as soon as possible.

The Fire Fighter level one course costs were further discussed and costs broken down with a total cost of \$380 each. They are also currently awaiting prices for the turnout gear.

Council agreed that both the training and the suits are required and agreed to allow the team to move forward prior to final approval of the budget.

A new member has joined the team and Fire Chief Mattas would like to add her to the roster. It was

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

**THAT THE COUNCIL APPROVE THE FOLLOWING PERSON(S) AS MEMBER(S) OF THE O'CONNOR VOLUNTEER FIRE DEPARTMENT AND/OR FIRST RESPONSE TEAM:**

**1. STACEY TYANCE**

Carried

Fire Chief Mattas also wanted to recognize Greg Biloski for the work he has done to get the outdoor skating rink up and running.

Council thanked Fire Chief Mattas for attending, as well, thanked Mr. Biloski for all his work both with the rink and with the Fire Department.

Mr. Biloski left the meeting at 7:26 p.m.

The Administration and Roads Voucher summary for January 24, 2022 was reviewed. No questions were asked and it was

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

**THAT THE ADMINISTRATION AND ROADS VOUCHER #2022-02 DATED JANUARY 24, 2022 TOTTALLING \$32,779.58 BE APPROVED AND PAID.**

Carried

The account estimates for the December 31, 2021 from the Statement of Revenue and Expenditures were reviewed. There is currently a surplus and Administration is recommending that some of the unspent funds be placed in reserves. Council discussed the account balances, the current reserve balances, and reviewed the line items of unspent funds and it was

- 5. Moved by A. Crane  
Seconded by W. Handy

**FOR THE CALENDAR YEAR 2021 THE FOLLOWING AMOUNTS BE TRANSFERRED INTO THE FOLLOWING RESERVE/S:**

<b>OPERATING</b>	<b>- \$14,600.00</b>
<b>WORKING</b>	<b>- \$2,200.00</b>
<b>ROAD EQUIPMENT</b>	<b>- \$10,500.00</b>
<b>FIRE DEPARTMENT EQUIPMENT</b>	<b>- \$10,225.00</b>
<b>DISPOSAL SITE</b>	<b>- \$5,000.00</b>
<b>TURN OUT GEAR</b>	<b>- \$1,300.00</b>

Carried

- 6. Moved by Bishop Racicot  
Seconded by W. Handy

**FOR THE CALENDAR YEAR 2021 THE FOLLOWING AMOUNTS BE TRANSFERRED FROM THE DEFERRED ACCOUNTS:**

<b>FEDERAL GAS TAX -</b>	<b>\$715.16</b>
<b>OCIF</b>	<b>- \$13,164.28</b>

Carried

The final Journal entries will be made following the Township audit and the final reports will be presented to Council at that time.

By-laws were discussed as follows:

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- a) By-law Number 2022-04 – Being a by-law to amend By-law Number 2012-25, to establish miscellaneous fees and charges as per discussions at the January 10, 2022 meeting. The Road Equipment hourly rates will be increased and it was

7. Moved by Jerry Loan  
Seconded by W. Handy

**THAT BY-LAW NUMBER 2022-04 BEING A BY-LAW TO AMEND BY-LAW 2012-25 TO ESTABLISH MISCELLANEOUS FEES AND CHARGES BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

- b) By-law Number 2022-05 – i) an email was read from the Ontario Trillium Foundation announcing the approval of the Township of O'Connor's Community Building Fund – Capital stream grant application.  
ii) By-law Number 2022-05 to enter into a Grant Contract with the Ontario Trillium Foundation and the Contract were reviewed and it was

8. Moved by Jerry Loan  
Seconded by W. Handy

**THAT BY-LAW NUMBER 2022-05 BEING A BY-LAW TO ENTER INTO GRANT CONTRACT WITH THE ONTARIO TRILLIUM FOUNDATION BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

Resolutions for endorsement were read as follows:

- a) Town of Plympton-Wyoming regarding fire safety measures and a request to review the Ontario Fire Code Retrofit Section 9.5 was filed.  
b) Town of Aurora regarding Ontario Land Tribunal (OLT) delays and requesting that the Government of Ontario dissolve the OLT immediately was filed.

Correspondence was read as follows:

- a) Lakehead Rural Municipal Coalition (LRMC) – i) Minutes of the November 16, 2021 meeting.  
ii) Municipality of Oliver-Paipoonge's report regarding Primary Care in Kakabeka Falls. Discussions have taken place between Evergreen Pharmacy and NorWest Community Health Centre (NWCHC) to establish primary care at the new clinic in Kakabeka Falls. The Ministry of Health has been contacted and requested to pay the rent for the NWCHC. While the Ministry has not yet confirmed whether or not they will, the Municipality of Oliver Paipoonge has confirmed that they would be willing to pay the rent if the Ministry does not, to ensure that the NWCHC can have the care offered in Kakabeka. At the last LRMC meeting the other members were asked to ask their Council's if they would be willing to share in the rent, if required.  
iii) Estimated possible funding allocation for primary care using the population of the surrounding municipalities to determine the portions of the rent requested was read. Council discussed the importance of having primary care in the area and agreed, if required, they would be willing to contribute to the rent.  
iv) Oliver-Paipoonge's Corporate Report regarding the CMHC Call for ideas: Housing Accelerator Fund and Rent-to-Own program.
- b) Lakehead Police Services Board (LPSB) – Draft Budget for 2022, Calls for Service October to December 2021. The LPSB has not as of yet received any response in regard to a new Board structure. The draft budget is assuming that the Board will remain the same with full attendance throughout 2022. The Township of O'Connor continues to have a low call volume with no major concerns.
- c) Northwestern Ontario Municipal Association (NOMA) – i) regarding Resolution 2022-01: Support for the Expansion of NOSM to address the urgent need for physicians in Northern Ontario. With the announcement of NOSM becoming a free-standing University, NOMA is requesting that the Provincial Government and the Ontario Medical Association immediately expand NOSM's capacity to meet the needs of Northern Ontario.  
ii) Ontario Launches Northern Transportation Task Force. Mayor Landry, (Shuniah) and President of NOMA, will sit on this Task Force.

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- d) District of Thunder Bay Social Services Administration Board (TBDSSAB) –
  - i) Memorandum regarding COVID-19 Update to Member Municipalities.
  - ii) 2022 Food Security Fund seeking applications for the 2022 Community Homelessness Prevention Initiative (CHPI) Food Security Fund with a deadline of February 7, 2022.
- e) Ministry of the Environment, Conservation and Parks regarding Proposed Changes to Environmental Assessment Requirements for Advanced Recycling Facilities and webinar invitation. No one will participate.
- f) Homelessness Policy Directorate, Government of Canada reply regarding Council's endorsed resolution concerning homelessness.
- g) Justice of the Peace Appointments Advisory Committee with regard to recruitment from the communities to fill the vacancies on the Justice of the Peace Bench. There were no vacancies in the Thunder Bay area.
- h) Town of Caledon and Town of Mono regarding a joint letter to the Attorney General, addressing POA Court backlog.

Under Old Business, Council discussed

- a) The hiring of Equipment Operator #1 following interviews held on January 17, 2022. It was

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

**THAT EUGENE PAYETTE BE HIRED AS AN EQUIPMENT OPERATOR #1 FOR THE ROAD DEPARTMENT.**

**DATE EMPLOYMENT TO START – FEBRUARY 1, 2022**

**PROBATION PERIOD WILL BE FOR A PERIOD OF SIXTY (60) CALENDAR DAYS FROM DATE OF HIRING. DURING THE PROBATION PERIOD THE EMPLOYEE SHALL BE ENTITLED TO ALL RIGHTS AND PRIVILEGES OF OUR UNION AGREEMENT. AFTER COMPLETION OF THE PROBATIONARY PERIOD, SENIORITY SHALL BE EFFECTIVE FROM THE ORIGINAL DATE OF EMPLOYMENT.**

Carried

As Mr. Payette is currently under the Internship Program with NOHFC, the Clerk-Treasurer will notify the program to inform them that he will not be completing the program and see what can be done to continue with another person in this position.

- b) Canada Summer Jobs 2022 program application approval – resolution to support application for two students as was discussed at the January 10, 2022 meeting. It was

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

**THAT THE TOWNSHIP OF O'CONNOR ASK FOR TWO (2) STUDENT/S UNDER THE CANADA SUMMER JOBS 2022 PROGRAM, FOR A PERIOD OF EIGHT (8) WEEKS. START DATE FOR THE PROGRAM WOULD BE JULY 4, 2022, RUNNING UNTIL AUGUST 26, 2022.**

Carried

- c) Northern Ontario Resource Development Support Fund (NORDS) funding projects were discussed. A report was read from the Clerk-Treasurer providing a summary of the funding requirements and options. The Township of O'Connor will be receiving funding in the amount of \$60,675.60 each year for the next five years. The funding can cover 100% of the cost of an eligible project and be banked to use the following year or years if Council would like to consider a larger project. An application must be submitted, to verify how the Township plans to spend these funds, by January 27, 2022. As the funding application is required to demonstrate and/or describe how the capital projects are impacted by, or advances opportunities related to resource

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development, including forestry, estimated prices to chip seal Loghrin Road were discussed. The cost would be more than one year's funding and it was agreed to bank the first year's funding and proceed with this project in 2023. The balance of the funding will be used for gravel resurfacing of other roads within the Township in future years. The application will be submitted, requesting the first year of funding be banked with the money being spent each year following.

- d) Ministry of Infrastructure virtual information session held January 19, 2022 – request for information from municipalities. The Ministry has five questions in regard to Ontario Connects. Council divided up the questions and will forward their responses to the Clerk-Treasurer for submission.
- e) Hydro One deputation at ROMA discussion. Councillor Handy and Crane will be participating in the deputation and requested clarification on Council's concerns. Council's concerns relate to Hydro One's reduced amount of brushing along the hydro lines over the past several years and the hazard and fire risk that this is creating. These concerns will be discussed with them during the deputation.
- f) Ontario Volunteer Service Awards – update on volunteers' years of service. The Clerk-Treasurer clarified that as the Township of O'Connor has started over the last several years to provide our own awards for every five years of service to our volunteers and staff, in the past the Ontario Volunteer Service Awards were only presented to the Township's volunteers who had a higher number of years of service, in five-year increments. The Clerk-Treasurer provided possible members who in a couple of years will be eligible for these awards but currently there are no members in a five-year increment. Council agreed that they will continue to provide Township Awards and no nominations will be submitted this year. The Senior of the Year Award will still be submitted and possible nominees will be considered and brought back to Council for a final decision. The application deadline is April 30, 2022.

Under New Business, Council discussed

- a) Health and Safety Report – Administration and Janitorial – January 18, 2022. No questions were asked from Council in regard to the report.
- b) Asset Management Software – Report from Deputy Clerk-Treasurer Racicot. The purchase of the CityWide Asset Management Software is being recommended. Administration is currently using an excel spreadsheet to track all of the Township's assets. With the importance of Asset Management and keeping in mind succession planning, purchasing a software program would ensure that Asset management requirements are met and give time for the information to be migrated into the new program and ensure a smooth transition. Currently four of the surrounding municipalities are using this program and have no concerns with it. The purchase of the program would be an eligible expense through the Canada Community Building Fund, however annual maintenance fees would not. Council agreed with the purchase and the Deputy Clerk-Treasurer will move forward with purchase.
- c) Hydro One's Energizing Life Community Fund 2022 i) email regarding application deadline January 31, 2022. Hydro One is once again aiming to provide up to \$25,000 to support community initiatives that help to improve emotional and/or physical safety. ii) A report on Administration's recommendation for an application to Hydro One was read. A Community Play/Activity Structure is being recommended. Sample structures were provided with estimated price ranges. The price for installation is not included and it is estimated to cost more than the funding is potentially offering and additional funding would most likely be required to purchase a desirable structure. Council agreed to have administration move forward with an application to this program and continue to look for other funding sources and look to other Canadian companies who supply playground equipment for cost comparisons.
- d) Municipal 2022 Election – A report was read from the Clerk-Treasurer with regard to whether or not Council would like to place a question on the ballot, and to determine if they would like to consider an alternative voting method. Council discussed these questions and it was agreed that no question would be placed on the ballot of the upcoming 2022 Municipal Election. In regard to alternative voting, with COVID-19 still so unpredictable, and possible restrictions at the time of the election, residents may not feel comfortable attending in person to place their vote. The Clerk-Treasurer is recommending an online voting option, however the cost is of concern. If an alternative method is used Council must pass a by-law authorizing that method by May 1, 2022. Council had concerns with the internet in some areas and would like the Clerk-Treasurer to look further into the mail-in ballot option, and bring back to

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discuss the options further.

- e) Association of Municipalities of Ontario (AMO) regarding the LAS Virtual Municipal Energy Symposium. No one will attend.
- f) Ministry of Municipal Affairs and Housing – 5th Annual 2022 Northern CAO/Clerks Forum. It was

- 11. Moved by W. Handy  
Seconded by Bishop Racicot

**THAT THE FOLLOWING PERON/S ATTEND THE 5<sup>TH</sup> ANNUAL 2022 NORTHERN CAO/CLERKS FORUM TO BE HELD VIRTUALLY ON MARCH 23 AND 24, 2022.**

**CLERK-TREASURER BUOB  
ADMINISTRATIVE ASSISTANT LAFOREST**

**REGISTRATION: N/C**

Carried

- g) AMCTO The Municipal Experts – 2022 Municipal Elections Training. The Clerk-Treasurer recommended that as the Deputy Returning Officer in the Municipal Election that she be registered for this training. It was

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

**THAT THE FOLLOWING PERSON/S PARTICIPATE IN THE AMCTO, THE MUNICIPAL EXPERTS, 2022 MUNICIPAL ELECTIONS TRAINING PROGRAM**

**CLERK-TREASURER BUOB**

**REGISTRATION: \$400 + HST**

Carried

- h) Rural Education Symposium – invitation to participate. No one will attend.

Issues brought forward or letters received after agenda was mailed were emailed to Council.

- a) Solicitor General
  - i) letter regarding review of court security and prisoner transportation program.
  - ii) Summary of review
  - iii) Final Report of review

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

As the next item on the agenda was under Closed meeting, Fire Chief Mattas left the meeting and it was

- 13. Moved by A. Crane  
Seconded by W. Handy

**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, PURSUANT TO SECTION 239(2)(B); 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: 9:59 P.M.**

Carried

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During the Closed Session Council discussed a personal matter in regard to a identifiable individual, a Court Decision was provided to Council and the Non-Union Employee Wages were discussed.

- 14. Moved by A. Crane  
Seconded by W. Handy

**TIME BEING: 11:07 P.M.**

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

Carried

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

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

Carried

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

**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 1<sup>ST</sup>, 2022 INCREASED BY 3 PERCENT.**

Carried

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

**THAT THE COUNCIL MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD VIRTUALLY ON MONDAY, FEBRUARY 14, 2022 AT 7:00 P.M.**

**TIME BEING: 11:14 P.M.**

Carried

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk-Treasurer