

TOWNSHIP OF O'CONNOR – MINUTES – JUNE 26, 2023

Minutes of the Council meeting held on Monday, June 26, 2023 at 7 p.m. in the Council Chambers and Virtual.

Present: Mayor Vezina
Councillors: Crane, Racicot, Sobolta, Torkkeli
Clerk-Treasurer Buob
Deputy Clerk-Treasurer Racicot

Visitors: Fire Chief Henry Mattas
Brendan Rea
Jayden Poohachoff, Summer Student

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

1. Moved by Carly Torkkeli
Seconded by A. Crane

THAT THE AGENDA FOR THE MEETING BE APPROVED.
Carried

Disclosure of pecuniary interest and general nature thereof: none

2. Moved by A. Crane
Seconded by Carly Torkkeli

THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON JUNE 12, 2023 BE ACCEPTED AS PRINTED.
Carried

Visitors were asked if they wished to address Council and they replied no.

Jayden Poohachoff, Summer Student, was welcomed to the table. Introductions were held. Each member of Council was given the opportunity to provide advice, including to work safely and carefully and always ask questions if you are unsure. Mr. Poohachoff was informed that he will be reporting to Kelly Johnson, Road Superintendent on Tuesday, July 4 at 8:00 a.m. at the Township garage. Mr. Poohachoff was also offered the opportunity to ask any questions that he might have, and he expressed his appreciation for the opportunity and informed Council of a prior commitment that will take him away from the job for a few hours for three different days. Council informed him that he can work that out with Mr. Johnson. He was welcomed on board and he left the meeting at 7:15 p.m.

Fire Chief Mattas was welcomed to the table. The Fire Department Report for May 18 to June 22, 2023 was read. There were two First Response Calls in that time. Fire Department issues were discussed. A meeting with the Volunteers from the Fire Department and First Response Team to discuss the new By-laws and Policies and to explain to the members their responsibilities as a volunteer was discussed. Fire Chief Mattas would like to recommend September 12, 2023 as a possible date for this meeting. Council agreed on the date, and it was

3. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT THE FOLLOWING DATE BE SET FOR A SPECIAL MEETING WITH COUNCIL, STAFF AND THE VOLUNTEER FIRE DEPARTMENT MEMBERS TO DISCUSS RESPONSIBILITIES OF BEING A VOLUNTEER AND TO REVIEW THE NEW BY-LAWS AND POLICIES.

TUESDAY, SEPTEMBER 12, 2023 AT 7:00 P.M.

THE MEETING WILL BE HELD IN THE O'CONNOR COMMUNITY CENTRE.
Carried

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Fire Chief Mattas will also provide Council with questions that the members have been asking of him that are Council's decision, prior to the meeting.

Fire Chief Mattas also informed Council of his concerns for members signing up for courses and then not attending, as there is a cost to the Township. The new By-law does address this issue and the members will be responsible to reimburse the Township for these expenses, however the members have not been made aware of this. This will be covered at the September 12, 2023 meeting. One member recently did not attend the FireFighter One Course after signing up. Council agreed that a warning letter be sent to the member informing him of his responsibilities and of the new By-law/Policies in this regard.

Fire Chief Mattas also expressed his concern for members not informing him when they are out of the area. In case of an emergency, it is important for him to know if his members are available. It was agreed that the Department needs to have an Onboarding program for new members so they are aware of their responsibilities. It was agreed that this program be drafted prior to the September 12, 2023, so that it can be presented to the current members as well.

Active and Non-Active members were discussed. Several members are on the roster but are not attending training. It was suggested that when a member has not been active for a period of time that they be contacted personally to find out why and confirm if they are still interested in being on the Department. As there are expenses involved in having these members listed, if they are no longer interested they should be removed, or listed as non-active, if a temporary leave is requested. This responsibility could be given to one of the members to do. Fire Chief Mattas does have attendance records for the members for both training and calls.

The Municipality of Oliver Paipoonge has invited both the Township of O'Connor and Conmee to participate in a joint Tabletop Exercise on Thursday, July 6, 2023, at 9:00 a.m. Each municipality is required to hold an exercise each year and as a situation could arise that would affect the three municipalities it was suggested that we hold one together. While Council felt that it was a good idea, due to the short notice and members not being available during the day, it was agreed to pass on the invitation this year.

An email was read from Trent Mann, of the Ministry of Natural Resources and Forestry, regarding the current fire hazards in the area and the Restricted Fire Ban currently in place. He also referred to the Canada Day Long weekend and the risk of Fireworks causing new fires. While it is still legal to have fireworks during a Restricted Fire Zone people need to know that if a fire were to start, they are responsible for any costs associated with fighting that fire. Municipalities can also have their own rules in this regard. Council discussed the risk with Fire Chief Mattas, and it was agreed that Fireworks would not be permitted this year during the Fire Ban. A notice will be sent out via the Township's text messaging system, a notice will be posted at the Township Office, on the Township's website, and a notice will be handed out at the Disposal Site on Tuesday, June 27, 2023, to contact as many residents as possible.

Fire Chief Mattas was thanked for attending and he left at 8:02 p.m.

The Administration and Roads Voucher for June 26, 2023, was reviewed and it was

4. Moved by A. Crane
Seconded by Bishop Racicot

THAT THE ADMINISTRATION AND ROADS VOUCHER #2023-12 DATED JUNE 26, 2023 TOTALLING \$47,628.58 BE APPROVED AND PAID.

Carried

By-laws and Policies were reviewed as follows:

- a) By-law Number 2023-24 – A by-law to appoint a Planning Advisory Committee for the years 2023, 2024, 2025 and 2026. It was

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5. Moved by Bishop Racicot
Seconded by Carly Torkkeli

THAT BY-LAW NUMBER 2023-24 BEING A BY-LAW TO APPOINT A PLANNING ADVISORY COMMITTEE FOR THE TOWNSHIP OF O'CONNOR FOR THE YEARS 2023, 2024, 2025 AND 2026 BE PASSED AND ENTERED INTO THE BY-LAW BOOK.

Carried

- b) By-law Number 2023-25 – A by-law authorizing the execution of a Master Service Agreement with Circular Materials Ontario (CMO) for the collection of Blue Box Material and related services. Deputy Clerk-Treasurer Racicot previously discussed the Agreement with Council at the June 12, 2023 Council meeting and it was

6. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT BY-LAW NUMBER 2023-25 BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A MASTER SERVICE AGREEMENT BETWEEN CIRCULAR MATERIALS ONTARIO (CMO) FOR THE COLLECTION OF BLUE BOX MATERIAL AND RELATED SERVICES BE PASSED AND ENTERED INTO THE BY-LAW BOOK.

Carried

- c) By-law Number 2023-26 – A by-law to authorize the borrowing upon amortizing Debentures towards the cost of truck. It was

7. Moved by A. Crane
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2023-26 BEING A BY-LAW TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$266,000 TOWARDS THE COST OF TRUCK BE PASSED AND ENTERED INTO THE BY-LAW BOOK.

Carried

- d) By-law Number 2023-27 – A by-law to authorize the borrowing upon amortizing Debenture towards the cost of the retrofit Shop B. It was

8. Moved by Carly Torkkeli
Seconded by J. Sobolta

THAT BY-LAW NUMBER 2023-27 BEING A BY-LAW TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$164,000 TOWARDS THE COST OF THE RETROFIT SHOP B BE PASSED AND ENTERED INTO THE BY-LAW BOOK.

Carried

- e) By-law Number 2023-28 – A by-law to amend By-law Number 2004-14, a By-law to adopt a Hiring Policy was reviewed. The reference to Leadhand was retitled to Road Superintendent/Leadhand and a discrimination clause was added and it was

9. Moved by Bishop Racicot
Seconded by A. Crane

THAT BY-LAW NUMBER 2023-28 BEING A BY-LAW TO AMEND BY-LAW NUMBER 2004-14 TO ADOPT A HIRING POLICY BE PASSED AND ENTERED INTO THE BY-LAW BOOK.

Carried

- f) A draft Abuse Policy 3.21, as required by the Insurance provider, was reviewed by Council and it was

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10. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT POLICY NUMBER 3.21 THE TOWNSHIP OF O'CONNOR'S ABUSE POLICY, BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O'CONNOR'S POLICY BOOK.

Carried

Consent Applications were reviewed as follows:

- a) Application Number 1B/05/23 – CON 1, S PT LOT 9 PCL 1003 for a 37.23 HA severance was reviewed. Council had no concerns with the application, and it was

11. Moved by Bishop Racicot
Seconded by A. Crane

THAT THE CONSENT APPLICATION 1B/05/23 FOR THE PROPERTY DESCRIBED AS CONCESSION 1, S PT LOT 9 PCL 1003 FOR A SEVERANCE OF 37.23 HECTARES BE APPROVED.

Carried

- b) Application Number 1B/06/23 & 1B/07/23 – CON 6, N PT LOT 9 PCL 24385 TBF for two lots – each for 4.06 HA were reviewed. Council had no concerns with the applications, and it was

12. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT THE CONSENT APPLICATIONS 1B/06/23 AND 1B/07/23 FOR THE PROPERTY DESCRIBED AS CONCESSION 6, PT N ½ LOT 9 PCL 24385 TBF FOR TWO SEVERANCES OF 4.06 HECTARES BE APPROVED.

Carried

Resolutions for endorsement were read as follows:

- a) Municipality of Shuniah regarding Bill 3 – An Act to amend various statutes with respect to special powers and duties of heads of Council was filed.
b) Town of Essex regarding the Local Emergency Response System and Gaps in Healthcare regarding Code Red and Code Black Frequency was filed.
c) Municipality of North Perth regarding Vacant Building Official Positions was filed.

Correspondence was read as follows:

- a) The District of Thunder Bay Social Services Administration Board – Update from the Board – June 15, 2023.
b) Mosey & Mosey regarding Employee Group Benefit Plan Renewal Projection for November 1, 2023. At this time they do not anticipate an increase in rates upon renewal.
c) Honey Badger Exploration regarding Confirmation of Registration of Mining Claim which was registered on April 13, 2023, for the surface rights on property described as PCL 26066 Sec. TBF: N PT Broken Lot 4 Concession 1, O'Connor Pt 1, 2 55R10549; O'CONNOR.
d) Ministry of Northern Development regarding Ontario Forest Biomass Program accepting applications from June 19, 2023, to September 29, 2023.

The balance of the Correspondence was passed around the table.

Under Old Business, Council discussed

- a) Nicole Lehto from Enbridge Gas, and the possibility of holding a meeting with Council. It was agreed to confirm a date with Ms. Lehto to hold a Closed meeting, to discuss confidential information. Once availability is confirmed with Ms. Lehto, a date will be officially set by Council.
b) Clerk-Treasurer Buob informed Council of an error in Resolution #19 of the June 12, 2023 Council meeting. Mr. Tempelman's job title was incorrectly titled Chief Building Official and should have been Building Inspector Intern and it was

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13. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT RESOLUTION #19 OF THE JUNE 12, 2023 COUNCIL MEETING BE RESCINDED AND THAT MR. MARTIN TEMPELMAN, BUILDING INSPECTOR INTERN, RECEIVE 85% OF THE BUILDING PERMIT FEE PLUS MILEAGE AT THE AUTOMOBILE ALLOWANCE RATE AS PRESCRIBED BY CANADA REVENUE AGENCY, AS COMPENSATION FOR THIS POSITION.

Carried

Under Further Old Business the Volunteer Fire Department onboarding was discussed. The current Volunteer application form was reviewed. It was agreed that emergency contact information should be added to the form. This information should also be collected from all current members in case of an incident while attending a call or training. It was noted that information can be included on the Who's Responding App used by the members, however they would have to include the information themselves. It was suggested that perhaps there could be a Recruitment Officer for the Department, possibly a member of the Department or a full-time staff member. It was also suggested that administration inquire as to whether or not the Township's of Conmee and Gillies would be interested in sharing a person for this position and submit an application to Northern Ontario Heritage Fund Corporation (NOHFC) for a shared position to provide this service for all three Townships, if it is eligible.

Councillor Sobolta provided an update on the Housing Service Corporation (HSC) he attended on June 20, 2023.

The sale of Truck #7 was briefly discussed. It is currently listed on kijiji but no offers have been made to date. It will also be included in the July issue of the Cornerstone which will be going out at the end of the week. It was suggested that perhaps a list of recent work completed on the truck could also be made available.

Councillor Crane informed Council that a concern was brought to his attention regarding the brakes on the compactor truck at the Disposal Site. The Clerk-Treasurer confirmed that the issue was brought to Mr. Johnson's attention, and it has been dealt with.

Under New Business, Council discussed

- a) The Royal Canadian Legion Manitoba/NW Ontario Command requesting support for their 15th Annual Military Service Recognition Book and it was

14. Moved by Bishop Racicot
Seconded by A. Crane

THAT THE TOWNSHIP OF O'CONNOR PURCHASE AN 1/10 PAGE (B/CARD B & W) ADVERTISING SPACE IN THE 15TH ANNUAL MILITARY SERVICE RECOGNITION BOOK.

Carried

- b) The Ministry of Seniors and Accessibility regarding Seniors Active Living Centres (SALC) programs. The Ministry is inviting organizations to submit proposals to launch new SALC programs in a municipality that does not already have one. The Community Health Worker from NorWest Community Health Centres is willing to help in any way if the surrounding Townships are interested in submitting an application. At this time Council would be willing to partner in an application and offer the use of the Community Centre for any events, but not be responsible for planning the programs. If the application is submitted and successful, Councillor Crane offered to do an information session regarding CPR and AED.

Under Further New Business, it was noted that the Ministry of Labour has recently passed Bill 88 which requires employers to have naloxone kits at the workplace. Administration was asked to confirm whether or not this is a requirement of all workplaces including the Township.

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It was suggested that paths in the Cremated Ashes Garden at the O'Connor cemetery be treated with a reground asphalt product to keep the weeds down. This will be brought to the budget meeting for further discussion.

Councillor Crane and Torkkeli provided an update on the Thunder Bay District Municipal League Board (TBDML) Meeting held on June 17th in Red Rock. The League will be starting on a Strategic Plan.

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

- a) Ministry of Natural Resources and Forestry regarding the Public Lands Act amendments which come into effect on July 1, 2023.
- b) A letter from the Rural 60 Plus requesting permission to sell raffle tickets in the Township of O'Connor. It was

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

THAT THE RURAL 60 PLUS BE ALLOWED TO SELL QUILT RAFFLE TICKETS IN THE TOWNSHIP OF O'CONNOR FOR THEIR UPCOMING FUNDRAISER, LOTTERY LICENCE #M861919.

Carried

For information purposes, building permit #2023-08 was approved for a garage at 124 Highway 590.

- 16. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT THE COUNCIL MEETING ADJOURN TO THE BUDGET MEETING TO BE HELD ON TUESDAY, JUNE 27, 2023 AT 7:00 P.M. IN THE O'CONNOR COUNCIL CHAMBERS AND VIRTUAL.

TIME BEING: 9:31 P.M.

Carried

Mayor

Clerk-Treasurer