

## TOWNSHIP OF O'CONNOR – MINUTES – AUGUST 14, 2023

Minutes of the Council meeting held on Monday, August 14, 2023 at 7 p.m. in the O'Connor Council Chambers.

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

Visitors: Kelly Johnson, Road Superintendent  
Brendan Rea

Absent: Councillor Racicot

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

1. Moved by J. Sobolta  
Seconded by Carly Torkkeli

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

Carried

Disclosure of pecuniary interest and general nature thereof: None.

2. Moved by Carly Torkkeli  
Seconded by A. Crane

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY, JULY 10, 2023 BE ACCEPTED AS PRINTED.**

Carried

Visitors were asked if they wished to speak with Council and they replied, no.

Mr. Johnson, Road Superintendent, was welcomed to the table. Roadwork in general was discussed. Mr. Johnson informed Council that the gravel haul, for the resurfacing of Township roads, started two weeks ago and is approximately three quarters complete. Once they are finished on Cronk and Luckens Roads they will be moving to Loghrin Road. Two trucks have currently been hired to haul material. Gravel trucks have been hauling to the property at 63 Loghrin Road, but they are not working for the Township.

Mr. Johnson is hoping to start on the Whitefish River bank stabilization project next week. There are four areas of concern. The ditching on Smart Road will be completed later this fall.

The Summer Student has almost completed the work on the rink shack. There will be a couple of cremation burials in the cemetery coming up in the next few weeks. The Road Employees will be fixing more guiderails. They have been using the grader to cut off the long grass on the shoulder of the roads in trouble areas. The painting crew will be in to paint the inside of the Municipal Garage Shop B addition in the next couple of weeks. Once that is complete, the employees can start to put things back into place.

Mr. Johnson has someone interested in the 93-snowplow truck that is for sale, however the offer is lower than he was hoping. It was agreed to repost it on Kijiji and see if a higher offer may come in.

Mr. Johnson informed Council of some people and a lot of their belongings, including animals, have set up encampment at the end of Cliffmclean Road. Mr. Johnson spoke with one person, and they told him they were only there for a short period of time. They are on private property, along the unmaintained portion of the road. While they informed Mr. Johnson that they are friends of the property owner, Council would like a letter sent to the property owner making them aware of their presence, as well as the timelines allowed to be there, as per the Township's Official Plan. They will also be made aware that Cliffmclean Road does not receive winter maintenance past the last home on the road, and they will also not be permitted to plow the road themselves.

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A summary of the Whitefish River Bank Stabilization Permit from the Lakehead Region Conservation Authority (LRCA) was reviewed. The LRCA permit does note that the Township may also need a permit from the Ministry of Natural Resources and Forestry. Mr. Johnson is waiting to hear back from them to confirm if a permit is required.

The Health and Safety Reports from May 17, 2023 and July 19, 2023, were read. Council did not have any questions in their regard.

An email was read from Mr. McClelland, Regional Operations Officer, Northwest Operations, Ministry of Transportation (MTO) regarding a proposal from the Marks Local Roads Board. They are considering adding a road to their local roads system and as the road in question is a boundary road, between Marks Township and the Township of O'Connor, they are seeking Council's input. Council reviewed the questions and had no objections to the proposal, however they want to ensure that the maintenance will be the responsibility of the MTO and not the Township of O'Connor. The Clerk-Treasurer will forward Council's reply.

Mr. Johnson informed Council that the Township of Conmee would like them to consider changing the Boundary Road Agreement, between the Township's of Conmee and O'Connor, for Fleming Road. Conmee would like to alternate years for summer maintenance on the entire road, rather than each Township maintaining our own portions, as described in the Agreement. In May of 2019, Council received the same request from the Township of Conmee and at that time Council agreed to leave the Agreement as it was until the next renewal date, which will be in 2026. Council, prior to considering any changes in the future, would like to request information on the Township of Conmee's 5-Year plan for Fleming Road regarding assets, including road resurfacing and culvert replacement, to ensure that the road is to an acceptable standard prior to their reconsideration in the future.

A notice from Ontario One Call (OOC) regarding Government Investing in OOC transformation plus new By-laws and Membership Fees for Underground Infrastructure Owners was read.

Council requested data from the speed sign that was placed on Loghrin Road in July. The Clerk-Treasurer will have it for Council at the next Council meeting. Council would also like to see a letter sent out to the local businesses on Loghrin Road asking them to ask their drivers to abide by the speed limit.

The Administration and Roads Voucher for August 14, 2023, was reviewed and it was

3. Moved by Carly Torkkeli  
Seconded by J. Sobolta

**THAT THE ADMINISTRATION AND ROADS VOUCHER #2023-14 DATED AUGUST 14, 2023 TOTTALLING \$371,478.59 BE APPROVED AND PAID.**

Carried

The Statement of Revenue and Expenditures to July 31, 2023, was reviewed. No concerns were raised.

By-laws and Policies were reviewed as follows:

- a) By-law Number 2023-31 – Being a By-law for Regulating the Running at Large and Controlling of Dogs was reviewed. This By-law also sets out the fines for offenses which will also have to be approved by the Ministry of the Attorney General. It was

4. Moved by A. Crane  
Seconded by Carly Torkkeli

**THAT BY-LAW NUMBER 2023-31 BEING A BY-LAW FOR REGULATING THE RUNNING AT LARGE AND CONTROLLING OF DOGS WITHIN THE CORPORATION OF THE TOWNSHIP OF O'CONNOR AND TO REPEAL BY-LAW NUMBER 2006-04 BE PASSED AND ENTERED INTO THE BY-LAW BOOK.**

Carried

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b) A new Policy for Dogs Running at Large was reviewed and it was

5. Moved by J. Sobolta  
Seconded by Carly Torkkeli

**THAT POLICY NUMBER 4.18 THE TOWNSHIP OF O'CONNOR'S POLICY FOR DOGS RUNNING AT LARGE BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O'CONNOR'S POLICY BOOK.**

Carried

c) By-law Number 2023-32 – Being a By-law to execute a Service Level Agreement with MPAC was reviewed and it was

6. Moved by Carly Torkkeli  
Seconded by A. Crane

**THAT BY-LAW NUMBER 2023-32 BEING A BY-LAW AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MUNICIPAL PROPERTY ASSESSMENT CORPORATION AS IT SETS OUT THE TERMS AND CONDITIONS OF THE DATA SHARING AND SERVICES AGREEMENT BE PASSED AND ENTERED INTO THE BY-LAW BOOK.**

Carried

d) By-law Number 2023-33 – Being a By-law to execute an Agreement with the Ministry of Municipal Affairs and Housing for the Municipal Disaster Recovery Assistance Program for the flooding event between April 2022 and June 2022 was reviewed and it was

7. Moved by J. Sobolta  
Seconded by Carly Torkkeli

**THAT BY-LAW NUMBER 2023-33 BEING A BY-LAW AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH HIS MAJESTY THE KING IN RIGHT OF ONTARIO, AS REPRESENTED BY THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING AS IT SETS OUT THE TERMS AND CONDITIONS OF THE GRANT AGREEMENT BE PASSED AND ENTERED INTO THE BY-LAW BOOK.**

Carried

e) The Administrative Report to Council disclosing the Budget Impacts and entitled "Required Disclosure Regarding Budget Impacts as Per Ontario Regulation 284/09" was read. The Clerk-Treasurer summarized the report, and it was

8. Moved by A. Crane  
Seconded by J. Sobolta

**THAT THE ADMINISTRATIVE REPORT DATED JULY 31, 2023 ENTITLED REQUIRED DISCLOSURE REGARDING BUDGET IMPACTS AS PER ONTARIO REGULATION 284/09 BE ADOPTED AS READ.**

Carried

f) A revised Policy for Sanding was reviewed, and it was

9. Moved by Carly Torkkeli  
Seconded by A. Crane

**THAT POLICY NUMBER 1.2 THE TOWNSHIP OF O'CONNOR'S POLICY FOR SANDING BE AMENDED TO ADD ROAD SUPERINTENDENT IN FRONT OF LEADHAND IN THE POLICY STATEMENT BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O'CONNOR'S POLICY BOOK.**

Carried

g) A revised Policy for Dust Control was reviewed, and it was

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

**THAT POLICY NUMBER 1.3 THE TOWNSHIP OF O’CONNOR’S POLICY FOR DUST CONTROL BE AMENDED TO ADD ROAD SUPERINTENDENT IN FRONT OF LEADHAND IN THE POLICY STATEMENT BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O’CONNOR’S POLICY BOOK.**

Carried

h) A revised Policy for Brushing and Ditching was reviewed, and it was

- 11. Moved by A. Crane  
Seconded by Carly Torkkeli

**THAT POLICY NUMBER 1.4 THE TOWNSHIP OF O’CONNOR’S POLICY FOR BRUSHING AND DITCHING BE AMENDED TO READ UNDER BRUSHING “ALL BRUSHING SHALL BE DONE TO THE FULL DISTANCE OF THE ROAD ALLOWANCE IF REQUIRED” AND ITEM 2) AND 3) UNDER BRUSHING BE REMOVED. THESE CHANGES ARE APPROVED AND ENTERED INTO THE TOWNSHIP OF O’CONNOR’S POLICY BOOK.**

Carried

i) A revised Policy for Opening Roads was reviewed, and it was

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

**THAT POLICY NUMBER 1.5 THE TOWNSHIP OF O’CONNOR’S POLICY FOR OPENING ROADS BE AMENDED TO ADD ROAD SUPERINTENDENT IN FRONT OF LEADHAND IN THE POLICY STATEMENT BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O’CONNOR’S POLICY BOOK.**

Carried

j) A revised Policy for Use of Township Equipment on Private Property was reviewed, and it was

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

**THAT POLICY NUMBER 1.6 THE TOWNSHIP OF O’CONNOR’S POLICY FOR USE OF TOWNSHIP EQUIPMENT ON PRIVATE PROPERTY BE AMENDED TO ADD ROAD SUPERINTENDENT IN FRONT OF LEADHAND IN THE POLICY STATEMENT BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O’CONNOR’S POLICY BOOK.**

Carried

k) A revised Policy for Removal of Dead Animals on Township Roads was reviewed, and it was

- 14. Moved by Carly Torkkeli  
Seconded by A. Crane

**THAT POLICY NUMBER 1.8 THE TOWNSHIP OF O’CONNOR’S POLICY FOR REMOVAL OF DEAD ANIMALS ON TOWNSHIP ROADS BE AMENDED TO ADD ROAD SUPERINTENDENT IN FRONT OF LEADHAND IN THE RATIONAL AND UPDATE THE BY-LAW NUMBER TO 2023-31 UNDER THE POLICY STATEMENT BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O’CONNOR’S POLICY BOOK.**

Carried

l) A revised Policy for Public Works Department was reviewed, and it was

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15. Moved by Carly Torkkeli  
Seconded by J. Sobolta

**THAT POLICY NUMBER 4.3 THE TOWNSHIP OF O'CONNOR'S POLICY FOR PUBLIC WORKS DEPARTMENT BE AMENDED TO ADD ROAD SUPERINTENDENT IN FRONT OF LEADHAND IN THE POLICY STATEMENT BE APPROVED AND ENTERED INTO THE TOWNSHIP OF O'CONNOR'S POLICY BOOK.**

Carried

Lakehead Rural Planning Board (LRPB) – Consent Application 1B/09/23 for one severance on Smith Road was reviewed. The Clerk-Treasurer noted that the notice provided by the LRPB identified the proposed and retained lots incorrectly. The LRPB office has been notified of this so it can be clarified at their meeting. It was also noted that the proposed new lot is partially within the regulated area and Pitch Creek will restrict access to most of the property. The Clerk-Treasurer has spoken with the applicant, and it was noted that the purchaser is looking at the property for recreational purposes. It was also noted that Smith Road goes through a small portion of the property and Council would like the owner to be made aware that the road allowance must be turned over to the Township and if the survey identifies that a minimal acreage results on the West side of Smith Road, Council would consider entering into an agreement with the property owner to possibly retain the full amount of this land. It was

16. Moved by A. Crane  
Seconded by Carly Torkkeli

**THAT THE CONSENT APPLICATION 1B/09/23 FOR THE PROPERTY DESCRIBED AS CONCESSION 3, N PT LOT 3 MR82 PCL 17729 FOR A SEVERANCE OF 32 HECTARES BE APPROVED.**

Carried

A revised quotation from Remca Corp. for the supply of labour and materials for the removal and replace of the existing accessible ramp, with a separate price for the installation of an accessible door, on the O'Connor Community Centre was reviewed. The exclusions and assumptions from the original quote, opened at the July 10, 2023 meeting, with the Township assisting with the excavation and backfill were discussed. The total cost was still over funding and budget amounts, and it was agreed not to move forward with the installation of an accessible door at this time. It was

17. Moved by Carly Torkkeli  
Seconded by J. Sobolta

**THAT THE REVISED TENDER OF REMCA CORP. BE ACCEPTED FOR THE DEMOLITION AND REBUILD OF THE EXISTING ACCESSIBILITY RAMP FOR THE TOWNSHIP OF O'CONNOR COMMUNITY CENTRE AT A COST OF \$42,500.00 + HST.**

Carried

Mr. Johnson left the meeting at 8:27 p.m.

Resolutions for endorsement were read as follows:

- a) Northwestern Ontario Municipal Association (NOMA) supporting the Federation of Northern Ontario Municipalities (FONOM) regarding Housing was filed.
- b) Town of Fort Erie regarding the controls of Airbnb, VRBO and others which affect Municipal rentals was filed.

Correspondence was read as follows:

- a) Lakehead Rural Municipal Coalition (LRMC) minutes of the May 16, 2023, meeting.
- b) Municipality of Oliver Paipooonge regarding a draft letter to the Board of the NorWest Community Health Centres regarding an Action Plan to address the lack of services in our communities. Council was not in favour of the specific questions addressed in the draft letter, however, would be in favour of the Clerk-Treasurer sending our own letter to the Board of Directors in this regard.

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- c) Association of Municipalities of Ontario (AMO)
    - i) Policy Update regarding Property Tax Reassessment. The update included the notice that a call was put forward to the Premier to make a prompt return to the assessment cycle.
    - ii) Policy Update regarding Ontario Beginning Audit of Municipal Finances. AMO is pleased to see progress on the government's promise to launch a third-party audit on selected municipalities to determine the financial impacts of provincial housing legislation.
  - d) Ministry of the Environment, Conservation and Parks update on recent decisions to modernize Ontario's Environmental Assessment (EA) Program.
  - e) Hydro One Waasigan Transmission Line Project update. Hydro One, with the support of nine First Nations partners, are seeking approval to construct the Waasigan Transmission Line Project from the Ontario Energy Board.
- The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) The upcoming public meeting regarding the Township's 2023 budget and tax increase was discussed. Mayor Vezina will do a power point presentation and copies of the budget will be made available at the meeting. A sign in sheet will be set at the door.
- b) The upcoming meeting with the Volunteer Fire Department and First Response members, to be held on September 12<sup>th</sup>, was discussed. Information that Council would like to be presented to the members was discussed. All policies and by-laws related to the Fire Department will be presented. Council would also like to hear from the members as to what they feel would improve the department's attendance for meetings and training and how Council can help to make the volunteering experience fun again, as well as to allow the members to ask questions of Council and let them know that the line of communication is open to them. Council would like the chairs set up in a circle for better communication amongst everyone. Auxiliary members will also be invited. An email will be sent to all members to ensure they are aware of the meeting.

Under Further Old Business, Councillor Sobolta informed Council of the upcoming training for the Lakehead Police Services Board (LPSB). As he is not an official member of the Board, he is not required to take the mandatory training and he is not interested in attending. He also informed Council that he will be unavailable to attend the next LPSB meeting.

Councillor Crane informed Council that he will be attending the upcoming Thunder Bay District Municipal League (TBDML) meeting to be held on September 16, 2023, in Dorion, however he may not attend the December 16<sup>th</sup> meeting in Nipigon, depending on the weather.

Under New Business, Council discussed

- a) AMCTO the Municipal Experts Zone 9 Fall Meeting and Conference and Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) workshop to be held in Thunder Bay from September 18 – 20, 2023. It was

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

**THAT THE FOLLOWING PERSON/S ATTEND THE AMCTO ZONE 9 FALL MEETING TO BE HELD IN THUNDER BAY ON SEPTEMBER 19<sup>TH</sup> AND 20<sup>TH</sup>, 2023.**

**CLERK-TREASURER BUOB**

**REGISTRATION: \$100.00**

Carried

No one will attend the MFIPPA workshop being held on September 18, 2023.

The Clerk-Treasurer reported that Councillor Racicot has notified her that he will be taking a temporary leave of absence from Council.

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

- a) Technical Assistance Team (TAT) regarding Accelerated High-Speed Internet Program (AHSIP) and in-span poles. The Electrical Safety Authority (ESA) has issued an important bulletin regarding the practice of placing temporary in-span poles, which are crucial for timely delivery of AHSIP. The pole replacement projects should not exceed 2 years. The TAT will monitor and track the use of in-span poles for designated broadband projects to drive their timely removal.

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

Mr. Rea left the meeting.

It was

19. Moved by A. Crane  
Seconded by Carly Torkkeli

**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: 9:20 P.M.**

Carried

An employee leave of absence was discussed, as well as a personal matter regarding an employee of the Township.

20. Moved by A. Crane  
Seconded by Carly Torkkeli

**TIME BEING: 9:39 P.M.**

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

Carried

Council suggested that a request for volunteers to work in the Township Office be placed in the Cornerstone to see if anyone would like to assist staff due to the temporary staff shortage.

21. Moved by Carly Torkkeli  
Seconded by J. Sobolta

**THAT THE COUNCIL MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, SEPTEMBER 11, 2023 AT 7:00 P.M. IN THE O'CONNOR COUNCIL CHAMBERS.**

**TIME BEING: 9:40 P.M.**

Carried

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Mayor

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Clerk-Treasurer