

## TOWNSHIP OF O'CONNOR - NOTES – NOVEMBER 15, 2022

An inaugural meeting was held with Council elect on Tuesday, November 15, 2022 at 7 p.m. in the municipal building.

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

Visitors: Laura Sobolta  
Erin Laforest, Administrative Assistant – virtual  
Jerry Loan - virtual

Clerk-Treasurer Buob welcomed the new Council and congratulated them on their successful election.

The reading aloud and the signing of the Declaration of Office was taken by the new Council.

The distribution of the updated list of Council and staff phone numbers was presented to the whole of the Council, as well as the updated list of Municipal Acronyms. The meeting was turned over to Mayor Vezina to distribute the balance of documents to the new Councillors.

Mayor Vezina presented Councillor Sobolta and Torkkeli with a binder which included copies of the Township's documents, including the Township Policies, Official Plan – Consolidated February 19, 2019, Zoning By-law Number 2022-12, Procedural By-law Number 2020-24, Emergency Management Program, Municipal Emergency Plan, Community Wildland Fire Protection Plan, Community Safety & Well-Being Plan, Asset Management Plan, 5 Year Road Plan 2022 – 2027, Accessibility Plan, PTSD Prevention Action Plan, Energy Conservation & Demand Management Plan. Also, a copy of the Union Agreement for the term August 1, 2020 to July 31, 2024, and the Lakehead Rural Municipal Coalition (LRMC) – Rural Action Plan (RAP). A copy of Robert's Rule of Order will be provided at the next meeting, with a Robert's Rules Cheat Sheet provided now. Mayor Vezina informed Council that the Township works as a Committee of a Whole and he provided an explanation in regard to voting on agenda items and the results. A copy of Township of O'Connor maps with road names and boundaries and a copy of the book from Ombudsman Ontario – Open Meetings Guide for Municipalities – 4<sup>th</sup> Edition. The Councillor's personal Chromebooks will be distributed at the next meeting. The Councillors were also made aware of the Text Messaging Service that the Township offers

Council was informed that all Provincial Acts are available on e-laws, a government website. This is where the most current and up-to-date Municipal Act, 2001, S.O. 2001, Chapter 25, can be found. Addition books, such as Cuff's Guide for Municipal Leaders, the Municipal Conflict of Interest and Handbook for Municipal Councillors, will be provided at a later date.

The signing authority for the Township of O'Connor's banking was discussed. In the last term of Council due to employment situations where the signing authorities could be out of town at any time, three members of Council were authorized to having signing authority. Council discussed whether or not this was still necessary or if it could be reduced to two. Council will continue to have three Council members and it was agreed that Mayor Vezina, Councillor Sobolta and Councillor Torkkeli be appointed as authorized signing authority. A motion will be passed at the regular Council meeting following, authorizing the change.

The Procedural By-law was reviewed. Council would like to continue with the current schedule for Council meeting dates and times. The meetings will be held on the second and fourth Monday of the month at 7 p.m. except for the months of July and August, when there will only be one on the second Monday and December when they will be held on the first and third Monday due to the Christmas season. The Acting Head of Council will continue on the alphabetical rotation if the Mayor is absent. The continuation of using virtual meeting regularly was discussed. It was agreed that at this time each meeting will

## TOWNSHIP OF O'CONNOR - NOTES – NOVEMBER 15, 2022

continue to be available virtually for those, Council or the public, unable to attend in person. The agenda headings will remain the same at this time, however if after further review any of the Council would like to see something changed, they may bring the suggestion back to another meeting. Deputations will remain at the beginning of the meeting and any closed sessions at the end of the meeting, unless Council wish to move it earlier on the agenda.

The appointments of Council to the various boards and committees were discussed for the 2022 to 2026 term and a resolution will be passed at the regular meeting following. A copy of the previous appointments was reviewed. A request for Committee of Adjustments members will be advertised in the December 2022 issue of the Township's newsletter, the Cornerstone. Applications will be due to be submitted for selection at the December 19, 2022 Council meeting.

The Employee and Family Assistance Program was offered to the members of Council.

Mayor Vezina provided an explanation of the Municipal Conflict of Interest Act as it relates to Council's declaration and stressed the need to declare a conflict as soon as you might realize that there could be one. He also informed the new Council members that they may receive complaints or concerns from the Township residents. If this is the case, keep in mind that an individual Council member cannot make a decision, or a commitment on their own. All decisions are made by Council.

A date for new Council orientation will be discussed further at the regular Council meeting to follow.

It was

1. Moved by Carly Torkkeli  
Seconded by J. Sobolta

**THAT THE INAUGURAL MEETING OF COUNCIL ADJOURN TO THE COUNCIL MEETING TO BE HELD ON TUESDAY, NOVEMBER 15, 2022 AT 8:00 P.M. IN THE COUNCIL CHAMBERS AND VIRTUAL.**

**TIME BEING: 8:28 P.M.**

Carried

---

Mayor

---

Clerk-Treasurer