

TOWNSHIP OF O'CONNOR – MINUTES – NOVEMBER 28, 2022

Minutes of the Council meeting held on Monday, November 28, 2022 at 7 p.m. in the O'Connor Council Chambers and virtual.

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

Visitors: Fire Chief Henry Mattas
 Acting Deputy Fire Chief Greg Biloski

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

1. Moved by A. Crane
 Seconded by Bishop Racicot

THAT THE AGENDA FOR THE MEETING BE APPROVED.

Carried

Disclosure of pecuniary interest and general nature thereof: none

2. Moved by Bishop Racicot
 Seconded by A. Crane

THAT THE NOTES FROM THE EMERGENCY TABLETOP EXERCISE HELD ON TUESDAY, NOVEMBER 8, 2022, MINUTES FROM THE INAUGURAL MEETING OF COUNCIL HELD ON TUESDAY, NOVEMBER 15, 2022, AS AMENDED, THE MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY, NOVEMBER 15, 2022 AND THE NOTES FROM THE TOWNSHIP INSPECTION HELD ON FRIDAY, NOVEMBER 25, 2022 BE ACCEPTED AS PRINTED.

Carried

No visitors not already on the agenda were present.

Fire Chief Mattas and Acting Deputy Fire Chief Biloski were welcomed to the table and introductions were held. The Fire Department report for October 19 to November 23, 2022 was read. The report identified no calls in that time period. It was noted that one First Response call was received after the report was printed. Department training has been continuing with the Nolalu Fire Department. This week the members will be training with the Oliver Paipoonge Team as well. The joint training is beneficial for those attending as there are not enough members from our own department to allow for the proper training experience. The Fire Department Equipment and Building Reports were read. The minimal amount of mileage that is put on each piece of equipment each year was noted. The age of the trucks was discussed. The Fire Hall did not receive any major changes to it in 2022, however a new work bench was installed in the back of the hall.

Fire Department issues were discussed. Fire Chief Mattas continues to be concerned with the low membership and turnout at training sessions. It seems to be the same in all Fire Departments.

The O'Connor Volunteer Fire Department Satisfaction Survey results were reviewed and discussed. Seventeen current and past members completed the survey. One question asked "What would increase your commitment to the Fire Department?" Two of the most noted answers were "More Training" and "Better Communications". These answers are not separated between past or present. There has been more training made available together with the area departments and more advanced planning has been taking place. Council would like to see a follow up to some of these types of questions with the current members in the future to see if their opinion has changed. The answers to the question "Do you have any suggestions on how we can improve recruitment" was discussed. Acting Deputy Fire Chief Biloski noted that he would like to host more open houses, recruitment day, etc. on the months of the year with five

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Tuesdays, as there is currently a schedule of training/meetings on a four-week cycle. He also proposed that he would like to possibly host a Firefighter competition with the public and area Fire Departments in memory of former Captain, Stefan Derech. Ms. Laforest noted that the Hymers Fair is proposing to do something similar in the Horse ring at the annual Fall Fair for area Departments if the Departments were interested in this location. It was agreed that there needs to be an avenue to get the young residents excited about joining, offer volunteer hours for high school students to get them into the hall to clean trucks, volunteer for public events, etc. It was noted that an application form for the Volunteer Fire Department is included in the new resident's Welcome Letter. It was suggested that one on one conversations be held with the current members to see what will encourage them to be more active on the team. Council would like the survey results to be discussed further at the next few Council meetings with the Fire Department. Acting Deputy Fire Chief Biloski noted that the new training requirements are a big commitment for the members as the Firefighter I course consists of 21 chapters of prework and 9 days of in class training. Councillor Crane noted that he does have a video that the Department could use that shows how a fire reacts in a home.

The Clerk-Treasurer reported on the results of the call out that she made to the area Fire Departments in regard to how they treat and deal with their volunteer members. Two of the area Departments responded and their information was read to Council. Both Municipalities have similar procedures. Currently neither Department offer DZ driver training for their members, however the Thunder Bay Area Zone 1 Mutual Aid Association members are currently trying to set up a training program. Department meetings and training are also held weekly.

The Ontario Regulation 343/22 under the Fire Protection and Prevention Act, 1997, which came into force on July 1, 2022 with regard to Firefighter Certification was reviewed. The Regulation identifies the Fire Protection Service, the Minimum Certification Standard and the Compliance Deadline. Council has to determine what level of service the O'Connor Volunteer Fire Department will provide to its residents. This will determine the level of certification the members will have to be trained to.

Acting Deputy Fire Chief Biloski has recently taken both the NFPA 1001 Firefighter I and Firefighter II and he provided information on what was covered in these two courses. Three members of the team have taken both of these courses to date.

The Firefighter Certification Legacy application was briefly discussed. There are only two current members who might be eligible to apply, one being Acting Deputy Fire Chief Biloski and he has recently taken the new training requirements. It was agreed that there will be no applications made for a letter of compliance in this program.

The draft By-law to establish and regulate the O'Connor Volunteer Fire Department was reviewed. Deputy Clerk-Treasurer Racicot provided additional information in regard to the information that was included in the draft. Discussions were held and the By-law will be brought back for further discussion at a future Council meeting with the Fire Department.

The review of the Policies for the Volunteer Fire Department was deferred to the next Council meeting with the Fire Department for discussion.

A review of the Emergency Tabletop Exercise held on November 8th was discussed. Council wanted to ensure that the residents Emergency Information Form include a question asking if they would be able to take in or help their neighbours in an emergency, as municipal resources may not be available to help everyone. The exercise went over very well and no additional comments were made.

Ms. Laforest, Administrative Assistant and the Township's Community Emergency Management Coordinator (CEMC), completed the Municipal Emergency Control Group (MECG) training with those present. The group covered the remaining portion of the MECG training that we were unable to complete due to technical difficulties with the PowerPoint presentation at the October 25, 2022 meeting.

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Ms. Laforest provided information in regard to the Alert Ready – Broadcast and Wireless Intrusive Alerts. The Program sends out emergency information, similar to an amber alert, to areas of the province, sector, municipality, or community. Certain events qualify for the broadcast, including; fire, flood, chemical hazard, just to name a few. There is a cost to use the program. Council would like to see this item drafted into the Emergency Plan and, upon review, will decide if they want to include it. We currently do have the Text Messaging system but residents have to sign up to be included.

Fire Chief Mattas and Acting Deputy Fire Chief Biloski were thanked for attending and left the meeting at 9:40 p.m.

The Administration and Roads Voucher to November 28, 2022 was reviewed and it was

3. Moved by J. Sobolta
Seconded by Carly Torkkeli

THAT THE ADMINISTRATION AND ROADS VOUCHER #2022-20 DATED NOVEMBER 28, 2022 TOTALLING \$34,603.38 BE APPROVED AND PAID.

Carried

The Statement of Revenue and Expenditures for November month end will be available at a December meeting.

By-laws were reviewed as follows:

- a) By-law Number 2022-23 to authorize the execution of an agreement with Syncor Contracting Limited and it was

4. Moved by Carly Torkkeli
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2022-23 BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH SYNCOR CONTRACTING LIMITED FOR THE RENOVATION OF THE MUNICIPAL GARAGE, SHOP B, BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- b) By-law Number 2022-24 to authorize the execution of a Memorandum of Agreement with Northwestern Ontario Recreational Trails Association (NWORTA) was discussed. Mayor Vezina provided new Council with an update on the proposal that Mr. Len Day previously brought to Council in regard to his request for permission to use Fleming Road as part of a future non-motorized recreation trail, which will be known as the Shabaqua Trail. Council previously agreed in principle to the idea, however, as Fleming Road is a boundary road with the Township of Conmee, both Township's would have to agree. The Township of Conmee has recently signed an agreement and Mr. Day is now asking for Council's final approval. Council agreed to allow the NWORTA to move forward and it was

5. Moved by Bishop Racicot
Seconded by J. Sobolta

THAT BY-LAW NUMBER 2022-24 BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN NORTHWESTERN ONTARIO RECREATIONAL TRAILS ASSOCIATION (NWORTA), BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

The Request for Tenders for an electrical contractor for the municipal garage renovations were opened. Two were received. The applications were briefly looked at and will be reviewed further by Mr. Johnson, Leadhand, prior to final approval. It was

6. Moved by J. Sobolta
Seconded by Carly Torkkeli

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THAT THE TENDER OF GROOM ELECTRIC LTD. BE ACCEPTED FOR AN ELECTRICAL CONTRACTOR TO SUPPLY AND INSTALL NEW ELECTRICAL WIRING IN THE NEWLY BUILT SHOP B ADDITION FOR THE MUNICIPAL GARAGE AT A COST OF \$12,450.00, UPON CONFIRMATION OF THE QUOTE MEETING THE TENDER QUALIFICATIONS.

Carried

Resolutions for endorsement were discussed as follows:

- a) Township of Warwick regarding the CN Railway Contribution Requirements under the Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario was filed
- b) City of Stratford regarding the Funding and Support for VIA Rail Service was filed.

Correspondence was read as follows:

- a) Ontario Trillium Foundation (OTF) notification that the Township of O'Connor's application for funding was unsuccessful. The application submitted was for playground equipment for the Community Centre yard.
- b) Thunder Bay District Social Services Administration Board (TBDSSAB) – regarding Statement in Recognition of National Housing Day and 2022 Housing & Homelessness Impact Highlights.
- c) Superior North EMS – Appointment of EMS Chief, Shane Muir. Mr. Muir will be transitioning into the position on December 19, 2022.
- d) Northwestern Ontario Municipal Association (NOMA) regarding NOMA Board meeting Summary Report for November 23, 2022.
- e) Len Day, President, Northwestern Ontario Recreational Trails Association (NWORTA) – congratulations letter to new Council
- f) Municipal Finance Officers' Association of Ontario (MFOA) providing information on how they can assist municipalities. They are the Authority on Municipal Finance.
- g) Ontario Public Service (OPS) – regarding the Launch of the 2023 Summer Employment Opportunities on November 30, 2022. The programs will include Summer Employment Opportunities Program and the Ontario Internship Program. Administration will look into the programs further to see if there is an opportunity to apply.
- h) Municipality of Lambton Shores comments regarding the Proposed Legislation Bill 23 – More Homes Built Faster Act, 2022. It was noted that several municipalities have provided comments and resolutions for endorsement in regard to this matter and copies are included in the Balance of Correspondence.

The Balance of the correspondence was passed around the table.

Under Old Business, Council discussed the following items. Several of the items were deferred from the last meeting.

- a) Discuss date for new Council orientation. It was agreed to wait until the new year for orientation. A date will be set at a January Council meeting.
- b) The Appointment of Acting Head of Council was reviewed, as per previous discussion at the Inaugural meeting of Council. It was

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

THE ACTING HEAD OF COUNCIL SHALL BE APPOINTED ON A ROTATING ALPHABETICAL ORDER OF COUNCIL FOR EACH MONTH OF THE YEARS, FROM NOVEMBER 15, 2022 TO NOVEMBER 14, 2026 AS FOLLOWS:

**COUNCILLOR CRANE: MONTHS OF JANUARY, MAY, SEPTEMBER
COUNCILLOR RACICOT: MONTHS OF FEBRUARY, JUNE, OCTOBER
COUNCILLOR SOBOLTA: MONTHS OF MARCH, JULY, NOVEMBER
COUNCILLOR TORKKELI: MONTHS OF APRIL, AUGUST, DECEMBER**

BE IT RESOLVED THAT IF THE ACTING HEAD OF COUNCIL IS NOT AVAILABLE FOR MEETINGS, EMERGENCIES, ETC., THE COUNCILLOR FOR THE PREVIOUS MONTH WILL BE APPOINTED ACTING HEAD OF COUNCIL IN HIS/HER STEAD.

Carried

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- c) The Clerk-Treasurer provided an update on the bank signing authority for the Township cheques. The names have been submitted to the bank and they will contact the Township when the paperwork is ready for signing.
 - d) Thunder Bay District Social Services Administration Board – (TBDSSAB) regarding the appointment of the Municipal Representative on the Board. This seat is shared on a rotating basis with the Municipality of Oliver Paipooonge. Mayor Vezina will take this seat for the upcoming term. One motion will be presented to Council for approval with all Board appointments following discussion.
 - e) Thunder Bay District Health Unit regarding the Municipal Representative on the Board. This seat is shared with the Township of Conmee and it is the Township of Conmee's turn. They have appointed Councillor Grant Arnold to the seat.
 - f) Lakehead Rural Planning Board regarding the Appointment to the Board. Councillor Sobolta has put his name forward to be the representative for the Township of O'Connor.
 - g) Lakehead Police Services Board regarding the Appointment to the Board. This Board has two municipal representatives, shared between the Municipality of Neebing, the Township of Conmee and the Township of O'Connor. During the previous term of Council it was decided that as the Municipality of Neebing has not had a seat on the Board to date, that the Township of O'Connor would be willing to give up their seat and if the Municipality of Neebing has a member of Council interested. The Municipality of Neebing and the Township of Conmee have appointed a member to the Board. The Township of O'Connor can still have an ex-officio attend the meetings, however, without a vote.
 - h) Lakehead Region Conservation Authority (LRCA) –
 - i) Lakehead Region Conservation Authority – Representative for the Board of Directors. Mayor Vezina would like to remain on as the Township's representative on the Board.
 - ii) The LRCA's Summary of Bill 23, More Homes Built Faster Act, 2022, and the
 - iii) Conservation Ontario – Media Release – Province Continues to Change Roles and Responsibilities of Conservation Authority, and the
 - iv) Summary of Bill 23 ERO Postings from a Conservation Authority perspective, and the
 - v) Sample letter to Premier Ford regarding Bill 23 Proposed Changes Impact, and the
 - vi) Comments on "Legislative and regulatory proposals affecting Conservation Authorities to support the Housing Supply Action Plan 3.0 were briefly discussed. As the Bill has now been passed, no comments will be submitted.
 - i) Report from Clerk-Treasurer regarding the Appointment of Closed Meeting Investigator and Integrity Commissioner for the Township of O'Connor was read. The Municipal Act requires that the Township appoint these positions. Currently, new agreements are required. Mr. Darrell Matson, Ms. Rosalie Evans and Mr. Tim Commisso are willing to put their names forward. Council was in agreement to move forward with the appointment of all three. Agreements will be drafted and brought back to Council for approval.
 - j) Association of Municipalities of Ontario (AMO) – AMO Head of Council and New Councillor Training. As there are several dates for the training, this will be brought back to Council in the new year.
 - k) Northwestern Ontario Municipal Association (NOMA) regarding Species at Risk Conservation Fund Online Information Session November 22, 2022. This session has passed and no one attended.
 - l) Nuclear Waste Management Organization (NWMO) regarding Information Session November 14, 2022 and deadline to submit public comment for the Draft Strategy Report. This session has passed and no one attended.
 - m) Thunder Bay District Municipal League regarding the Appointment to the Board. Councillor Crane will be the Township of O'Connor Representative, with Councillor Torkkeli being the alternate.
 - n) Thunder Bay District Veterinary Committee regarding Appointment to the Board. Councillors Sobolta and Torkkeli will be the Township of O'Connor's Representatives. It was
8. Moved by Carly Torkkeli
Seconded by A. Crane

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THAT APPOINTMENTS FOR THE YEARS 2023, 2024, 2025 AND 2026 BE MADE AS FOLLOWS:

LAKEHEAD REGION CONSERVATION AUTHORITY:	JIM VEZINA
LAKEHEAD RURAL PLANNING BOARD:	JOHN SOBOLTA
THUNDER BAY DISTRICT VETERINARY COMMITTEE:	JOHN SOBOLTA
	CARLY TORKKELI
THUNDER BAY DISTRICT MUNICIPAL LEAGUE:	ALEX CRANE
	ALT. CARLY TORKKELI
THUNDER BAY DISTRICT SOCIAL SERVICES ADMINISTRATION BOARD – AREA 1	JIM VEZINA

Carried

- o) Northwestern Ontario Municipal Association (NOMA) regarding the new draft Accessibility Standards for public review. The deadline to provide input for the first phase of the public review is January 7, 2023. No comment will be made at this time.
- p) District of Thunder Bay Social Services Administration Board (TBDSSAB) i) Update from the Board – November 14, 2022 was read.
 - ii) A Virtual Information Session for municipal partners will be held on November 30, 2022.

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

THAT THE FOLLOWING PERSON/S ATTEND THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD INFORMATION SESSION TO BE HELD NOVEMBER 30, 2022 AT 11:30 A.M.**MAYOR VEZINA
CLERK-TREASURER BUOB**

Carried

- q) Minister of Municipal Affairs and Housing, Steve Clark letter sending Congratulations to Council on their success in the recent municipal election was read.

Under Further Old Business, Council asked for an update on the well for the outdoor rink. It was confirmed that the well has been tagged, the pump installed and the electrician will be connecting the electricity when they complete the electrical in the addition to the rink shack.

Under New Business, Council discussed

- a) Ministry of Municipal Affairs and Housing regarding Council Orientation training session. The Ministry will be hosting a council orientation training session in the district in the new year. Council agreed that the Township of O'Connor will participate in the orientation for the new Councillors.
- b) Darrell Matson, Rosalie Evans and Ron Bourret regarding Council Training and Development training offer. The group is offering a group workshop regarding Council Member's Collective and Individual Obligations for Accountability and Transparency under Ontario Legislation for the Municipalities of Neebing and Shuniah and the Township's of Conmee and O'Connor as they are the Closed Meeting Investigators and Integrity Commissioner for all. Council would be interested in participating.
- c) Inclusifyy regarding Anti-Racism Training for Council and Municipal Leaders. No one will attend.
- d) North Superior Workforce Planning Board (NSWPB) regarding recruitment of new volunteers to join its Board of Directors. This offer is open to anyone who would like to help shape the direction of the workforce development knowledge and initiatives across the region.

Under Further New Business, Councillor Crane noted that he was approached by a resident of the Township of O'Connor in regard to a safety hazard in the Municipality of Oliver Paipoonge. Mr. Johnson will be requested to pass on the concern to their Road Department.

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

- a) Northwestern Ontario Municipal Association (NOMA) – copy of News Release – “Ontario Moving Forward with Bold Action to Address the Housing Crisis”. The More Homes Built Faster Act was given Royal Assent on November 28, 2022.

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

It was

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

THAT THE COUNCIL MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, DECEMBER 5, 2022 AT 7:00 P.M. IN THE COUNCIL CHAMBERS AND VIRTUAL.

TIME BEING: 10:30 P.M.

Carried

Mayor

Clerk-Treasurer