

## TOWNSHIP OF O'CONNOR – MINUTES – DECEMBER 19, 2011

Minutes of the meeting held on Monday, December 19, 2011 at 7 p.m. in the Council chambers.

Present: Mayor Nelson  
Councillors: Garbutt, Loan, Racicot, Vezina  
Clerk-Treasurer Buob

Visitors: Fire Chief Henry Mattas

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

Disclosure of pecuniary interest and general nature thereof: none

1. Moved by G. Garbutt  
Seconded by B. J. Loan

**THAT THE MINUTES OF THE COUNCIL MEETING HELD ON DECEMBER 5, 2011 BE ACCEPTED AS PRINTED.**

Carried

Fire Chief Mattas was welcomed to the table.

The Fire Department report for the period November 24 to December 15, 2011 was read. There was one First Response call in this time period.

Fire Chief Mattas reported that on November 25th two tires were replaced on the rescue vehicle along with some front-end repairs.

Fire Department driver training was discussed. A "Z" endorsement course has been scheduled for January 14, 2012 at the fire hall with Mr. Eric Olson. This course will include ten hours of training. After completion of the course the participants will then go to the Ministry of Transportation and write a test to receive their "Z" endorsement, which will then allow them to drive a truck with a qualified driver. The course cost is a flat rate of \$250.00 for up to 10 members. The Township will cover the costs of this course and the driver tests. A driving plan will have to be put in place for these drivers. Fire Chief Mattas is currently working on setting up signing and regulatory authorities with the Ministry of Transportation. Councillor Loan will also take the "Z" endorsement course so that if needed he will be able to drive one of the fire trucks to the scene of a fire.

Fire Chief Mattas provided Council with a copy of the District Fire Paging Dispatch System Proposal from CRC Communications. Spectrum is also currently working on a proposal. The issue with the paging system for the Fire Department and First Response was discussed. Fire Chief Mattas also commented on the system they are trying with cell phones. Five or six of the O'Connor members are on this system now.

The O'Connor Fire Department food drive and emergency number inspection was discussed. The food drive for the Rural Cupboard Food Bank was very successful, good public relations and it supported a good cause. The residents were very generous. There were only three concerns with the emergency numbers and the residents will be correcting them. The department will try to do this again next year.

Fire Chief Mattas would like to present the members of the Fire Department and First Response team with something to show the Township's appreciation for years of service on the department. It was agreed that recognition pins and certificates, for each five years of service, will be looked into and if possible they can be presented at the upcoming Christmas party.

Fire Chief Mattas reported on the cost of laying down white plastic on the rink surface prior to flooding. Due to the size of the rink the cost would not justify the extra time that it might bring to the ice surface. The fire department has not as yet started on the flooding due to the warm temperatures we have been receiving.

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The Fire Department budget numbers verses expenses to November 30, 2011 were reviewed. Fire Chief Mattas requested that if there is any surplus monies in his budget at year end that the amount be put into the Fire Department reserve. It was agreed that a new reserve be setup for Fire Department strictly for turnout gear as only one suit was purchased this year and two were budgeted. Due to the cost of a new suit and the requirements to ensure the fire department is compliant, each year money will have to be budgeted for suits and if not spent will be set aside. All members currently have a suit and it was agreed that the surplus on this line item should be set aside for this purpose.

An article in the Chronicle-Journal today with regard to an issue with a volunteer fire department being charged by the Ministry of Labour was discussed.

Mayor Nelson informed Council that as President of the Northwestern Ontario Municipal Association (NOMA) he has been invited to attend a Thunder Bay Zone One Mutual Aid meeting. Mayor Nelson would like a formal invitation stating what they would like him to discuss at this meeting. Fire Chief Mattas will take care of this.

Fire Chief Mattas was thanked for attending.

Bills to be paid were passed around the table and it was

2. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT THE FOLLOWING BILLS FOR DECEMBER 2011 BE PAID – THESE BILLS WILL BE INCLUDED ON THE DECEMBER 2011 ROAD AND ADMINISTRATION VOUCHER.**

CK# 10571	MICHAEL SKUBE, IN TRUST (VFIS 24HR)	\$	85.32
CK#10572	H. MATTAS (AIRBRAKE HANDBOOKS)		100.00
CK#10573	CANADA POST		66.67
CK#10574	THUNDER BAY DSSAB		6,629.00
CK#10575	THUNDER BAY DISTRICT HEALTH UNIT		1,176.00
CK#10576	THUNDER BAY AREA ZONE ONE MUTUAL AID		311.00
CK#10577	TBAYTEL (TELEPHONE)		375.90
CK#10578	HYDRO ONE		545.42
CK#10579	L. RACICOT (MILEAGE)		40.50
CK#10580	K. JOHNSON (MEDICAL/DENTAL)		56.00
CK#10581	PETTY CASH		16.13
CK#10582	RECOOL CANADA INC		508.50
CK#10583	BOREAL SOLUTIONS INC.		31.87
CK#10584	KA VANDERZWAAG CONSTRUCTION		27,594.60
CK#10585	SPECTRUM TELECOM GROUP		58.76
CK#10586	GOODALL CANADA		63.56
CK#10587	FORT GARRY INDUSTRIES LTD.		9.72
			<u>\$37,668.95</u>

Carried

Statement of Revenue and Expenditures to November 30, 2011 were reviewed. Council would like to see next year, at the last meeting of the year, projected year-end numbers as well.

The Standard Operational Guidelines (S.O.G.'s), for the O'Connor Volunteer Fire Department, as amended from previous Council meeting reviews were presented to Council for final approval. The S.O.G. 302 which deals with recruit training is not included in this package. Deputy Fire Chief Styles will be working with the surrounding Municipality's on this one to ensure consistency with recognizing a rookie on all departments for mutual aid calls. It was

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3. Moved by G. Garbutt  
Seconded by J. Vezina

**THAT THE FOLLOWING CORPORATION OF THE TOWNSHIP OF O'CONNOR FIRE DEPARTMENT STANDARD OPERATING GUIDELINES BE APPROVED AS FOLLOWS: 101, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 301, 303, 304, 401, 402, 403, 501, 502, 503, 504, 505, 601, 602, 701, 801, 802, 803, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 1001, 1002, 1101, 1201, 1301, 1302, 1303, 1401, 1402, 1403, 1404, 1501, 1601, 1602, 1603, 1701, 1801, 1901.**

**THESE STANDARD OPERATIONAL GUIDELINES WILL BE INCLUDED IN THE TOWNSHIP OF O'CONNOR'S POLICY BOOKLET AS THE POLICIES FOR THE FIRE DEPARTMENT.**

Carried

Fire Department records were discussed. Council would like the Clerk-Treasurer to ensure that a copy of all fire department reports and copies of the driver abstracts are also kept in the municipal office.

Consent application 1B/08/11 was discussed. A copy of the survey showing the road allowance which was turned over to the Township was reviewed. As a result of this road allowance and a bend in the road a small lot has been created on the opposite side of the road. The Lakehead Rural Planning Board have asked if Council have any concern with this piece being created and want to know if anything further should be pursued with the owner. It was agreed to leave as is at this time.

Resolutions for endorsement were reviewed as follows:

- a) Town of Penetanguishene – regarding the Rising Cost of Policing. It was

4. Moved by B. J. Loan  
Seconded by J. Vezina

**THAT THE RESOLUTION FROM THE TOWN OF PENETANGUISHENE REGARDING THE RISING COST OF POLICING BE ENDORSED.**

Carried

- b) City of Waterloo – regarding the Municipal Property Assessment Corporation assessments and it was

5. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT THE RESOLUTION FROM THE CITY OF WATERLOO REQUESTING THAT THE PROVINCIAL GOVERNMENT REVIEW THE PRACTICES OF THE MUNICIPAL PROPERTY ASSESSMENT CORPORATION TO ENSURE ASSESSMENTS ARE COMPLETED IN A TIMELY MANNER BE ENDORSED.**

Carried

- c) Town of East Gwillimbury – regarding governing the quality of fill imported to a site was filed.

District Social Services Administration Board (DSSAB) Issues were discussed as follows:

- a) Notes of the November 30, 2011 Area One meeting were read.  
b) Memorandum – regarding 2012 Draft TBDSSAB Budget estimate. The Township of O'Connor's levy will increase in 2012 by \$4,711.00 over 2011.  
c) Memorandum – regarding Appointment of Director, Client Services. The new Director is Elizabeth (Liz) DiTullio.  
d) Housing Funding Update – An outline of the planned implementation of the Thunder Bay DSSAB's Housing Strategy in alignment with the anticipated CMHC-Ontario Investments in Affordable Housing Program (IAH) was read.

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- e) Update - Area One Representation on the Board. All Area One municipalities have endorsed the resolution regarding the DSSAB representation on the board and all Mayors and Reeves are now requested to sign the covering letter before submission to the board. Mayor Nelson will be available to sign the letter as requested and will go to the Oliver Paipoonge Municipal office to do so.

Correspondence were read as follows:

- a) Grant Thornton, LLP – letter to Council regarding the upcoming Audit.
- b) Thunder Bay District Health Unit regarding the Notice of Public Health Levy. The Township of O'Connor's levy for 2012 will remain the same as 2011 at this time.
- c) Superior North EMS – regarding the 2012 operating budget – calling for a 6.1% increase.
- d) Northwestern Ontario Municipal Association (NOMA) – Media Release – Response to Environmental Commissioners Office (ECO) Annual Report - Three pillar approach vital to policy development, Environment must not trump economic and social considerations.
- e) Association of Municipalities of Ontario – i) Watch File - December 8, 2011.  
ii) Watch File – December 15, 2011.  
iii) Court Security and Prisoner Transportation upload to start in 2012.
- f) Ministry of Community Safety and Correctional Services – regarding Court Security Prisoner Transportation program. The Township of O'Connor's total allocation for three years will be \$390.82.
- g) Accessibility Directorate of Ontario – regarding Broader Public Sector Accessibility Planning Requirements. Mayor Nelson reported that more information on the Township's responsibilities in this regard will be coming from the Association of Municipalities of Ontario.
- h) Ministry of Tourism, Culture & Sport - Michelle Sale, Supervisor, Culture Programs Unit – regarding Grants Ontario standardized application forms.
- i) Ministry of Natural Resources – Winter 2011/12 Newsletter for the Thunder Bay District Stewardship Council.
- j) Canadian Wind Energy Association – regarding record year for local benefits from wind energy.

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed:

- a) Councillor Loan – update on Community Policing Advisory Committee (CPAC) meeting held December 6, 2011. Councillor Loan reported that at this time the Thunder Bay Detachment of the Ontario Provincial Police (OPP) is a test site for Blackberries and Workbooks and that these devices will not require a hardline for the internet service. If they do use the old municipal office as a satellite office for their officers, as was offered to them, they will therefore not need a hardline installed as was previously discussed. The Ontario Provincial Police will be meeting with each Council in the near future to discuss the increased costing of the OPP. It was noted that even though the costs have increased the call volume in the Township of O'Connor is down and therefore the costs may stay the same. It has been confirmed that the OPP will have a unit here at O'Connor Day in 2012. Councillor Loan also reported that the next CPAC meeting has been scheduled for March 6, 2012.
  - b) Farm Credit Canada – regarding the Township of O'Connor's application for funding. The Township of O'Connor's application for renovations to the community centre was not successful.
  - c) Official Plan review – Resolution to commence with a review was discussed and it was
6. Moved by B. J. Loan  
Seconded by Bishop Racicot

**WHEREAS THE TOWNSHIP OF O'CONNOR ADOPTED AN OFFICIAL PLAN ON JANUARY 25, 2001 IN ACCORDANCE WITH THE PROVISIONS OF THE ONTARIO PLANNING ACT, R.S.O. 1990, C.P. 13, 1996 EDITION.**

**AND WHEREAS THE OFFICIAL PLAN IS REVIEWED AT FIVE YEAR INTERVALS, PURSUANT TO SECTION 26 OF THE PLANNING ACT,**

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**AND WHEREAS IT IS THE RESPONSIBILITY OF THE TOWNSHIP OF O'CONNOR TO ADVISE AND SECURE THE VIEWS OF THE PUBLIC, LOCAL AUTHORITIES, AGENCIES AND BOARDS WITH RESPECT TO THE OFFICIAL PLAN AMENDMENTS,**

**AND WHEREAS IT IS THE RESPONSIBILITY OF THE TOWNSHIP OF O'CONNOR TO REVIEW, CONSIDER AND RECOMMEND LOCAL LEGISLATION, SUCH AS ZONING BY-LAWS AND AMENDMENTS, WHICH IMPLEMENT THE POLICIES OF THE OFFICIAL PLAN,**

**THEREFORE BE IT RESOLVED THAT THE TOWNSHIP OF O'CONNOR COMMENCE WITH A REVIEW OF THE TOWNSHIP'S OFFICIAL PLAN PURSUANT TO SECTION 26 OF THE PLANNING ACT.**

Carried

- d) Employee and Family Assistance Program – Sign up and waiver forms were reviewed. Council approved the form as it was presented. They will be distributed as needed.
- e) Ian Robson – email accepting the position of Integrity Commissioner. The revised Code of Conduct for Council will be presented in the new year.
- f) Municipality of Oliver Paipoonge – regarding the appointment to Rural Economic Development Committee. Mayor Kloosterhuis will be their Municipality's representative on the committee.

Under New Business, Council discussed:

- a) Ontario Good Roads Association – i) 2012 ROMA/OGRA Conference – February 26 to 29, 2012 in Toronto. Mayor Nelson will be attending the conference as President of the Northwestern Ontario Municipal Association (NOMA). No one else from the Township will be attending at this time.
  - ii) Conference Delegation request – deadline January 20, 2012.
- b) Ms. Cheryl Maki, Chief Building Official – request to attend an In-floor Radiant Heating Course to be held in Calgary, Alberta January 10 – 13, 2012. Council decided that the information provided for this course was more for designing and installing this system and did not include inspection. It was suggested that perhaps the Township could include in the building permit application process, if a property owner wishes to install this system in their home, that the system be certified by a qualified person to ensure the system is designed and installed correctly. Council unanimously agreed that the costs associated with this course do not justify the need in our municipality at this time. Ms. Maki and the surrounding municipalities, that would be sharing in the costs of this training, will be notified of Council's decision.

Under further new business, Council discussed the brushing being completed along Highway 595. Superior Landscaping is again out to do more brushing along Highway 595. They are currently using a track machine, which allows them to get further in off of the roadside.

Councillor Garbutt reported that a replacement has been found for Mr. Ken Taniwa, Secretary-Treasurer of the Thunder Bay District Municipal League (TBDML). Ms. Beth Stewart from the Township of Gillies has started in the position and is meeting with Mr. Taniwa to learn the position. There will be a probation period of six months.

The Clerk-Treasurer reported that a piece of siding has come off of the new building and she has contacted the contractor and even though the one year warranty is up they will come out and fix it.

Issues brought forward or letters received after agenda was mailed

- a) Association of Municipalities of Ontario – Passage of Bill C-13 makes the Federal Gas Tax fund permanent – negotiations in the coming months.
- b) Councillor Racicot brought forward information regarding a magnetic rear mounted cameras for the road department trucks. This information will be forwarded on to the Leadhand. K B M Sales will get back to the Township with prices on the system.
- c) Lakehead Region Conservation Authority – regarding the upcoming Foundation Dinner. It was

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7. Moved by Bishop Racicot  
Seconded by B. J. Loan

**THAT THE FOLLOWING PERSON/S ATTEND THE LAKEHEAD  
CONSERVATION FOUNDATION FUNDRAISING DINNER TO BE HELD IN  
THUNDER BAY ON FEBRUARY 9, 2012.**

**TICKETS: \$50.00**

**COUNCILLOR VEZINA**

Carried

For information purposes building permits were approved for a garage at 232 Highway 595 and a bathroom renovation at 34 Cardiff Drive.

8. Moved by J. Vezina  
Seconded by Bishop Racicot

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD  
ON MONDAY, JANUARY 9, 2012 AT 7:00 P.M.**

**TIME BEING: 10:17 P.M.**

Carried

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Mayor

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Clerk-Treasurer