

## TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 13, 2014

Minutes of the meeting held on January 13, 2014 at 7 p.m. in the Council chambers.

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

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

Disclosure of pecuniary interest and general nature thereof: Councillor Racicot declared an interest in items 15 d) & 15 f) as his spouse is an employee of the Township.

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

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY, DECEMBER 16, 2013 BE ACCEPTED AS PRINTED.**

Carried

The Monthly Road Department report from December 3, 2013 to January 10, 2014 was read. Leadhand Johnson was unavailable to attend the meeting.

The Administration and Roads bills for December 2013 and bills to be paid for January were reviewed and it was

2. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT THE ADMINISTRATION AND ROADS VOUCHER FOR DECEMBER 31, 2013 TOTTALLING \$75,169.91 BE APPROVED AND PAID.**

Carried

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

**THAT THE FOLLOWING BILLS FOR JANUARY 2014 BE PAID. THESE BILLS WILL BE INCLUDED ON THE JANUARY 2014 ROAD AND ADMINISTRATION VOUCHER.**

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| CK#11985 AMO (2014 MEMBERSHIP)                          | \$ 627.15         |
| CK#11986 AMCTO (2014 MEMBERSHIPS)                       | 836.20            |
| CK#11987 ONTARIO GOOD ROADS ASSOC. (2014 MEMBERSHIP)    | 545.58            |
| CK#11988 MUNICIPAL FINANCE OFFICERS ASSOC. (2014)       | 271.20            |
| CK#11989 MUNICIPAL EMPLOYEE PENSION CENTRE ONT          | 29.66             |
| CK#11990 ONTARIO ASSOC OF FIRE CHIEFS (2104 MEMBERSHIP) | 265.55            |
| CK#11991 DP CONSTRUCTION (HALL RENOVATIONS)             | 2,938.00          |
| CK#11992 G. GARBUTT (HONOURARIUM)                       | <u>291.90</u>     |
|                                                         | <b>\$5,805.24</b> |

Carried

The Statement of Revenue and Expenditure to December 31, 2013 will not be available until all yearend entries have been made.

By-laws were discussed as follows:

- a) By-law Number 2014-01 – A by-law to impose late payment charges for the non-payment of taxes or any installment by the due date. It was

4. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT BY-LAW NUMBER 2014-01 BEING A BY-LAW TO IMPOSE LATE PAYMENT CHARGES FOR THE NON-PAYMENT OF TAXES OR ANY INSTALLMENT BY THE DUE DATE BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

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b) By-law Number 2014-02 – A by-law to provide for an interim levying amount. It was

5. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT BY-LAW NUMBER 2014-02 BEING A BY-LAW TO PROVIDE FOR AN INTERIM LEVYING AMOUNT BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

c) A Safety Mission Statement for 2014 was discussed and it was

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

**THAT THE TOWNSHIP OF O'CONNOR SAFETY MISSION STATEMENT BE ENDORSED.**

Carried

Resolutions for endorsement were read as follows:

a) Office of the County Warden, County of Lambton opposing the requalification of Municipal Building Officials was discussed and it was

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

**THAT THE RESOLUTION FROM THE COUNTY OF LAMBTON, OFFICE OF THE COUNTY WARDEN IN SUPPORT OF THE SOUTHWESTERN CHAPTER OF THE ONTARIO BUILDING OFFICIALS ASSOCIATION BE ENDORSED.**

Carried

b) Town of Fort Frances supporting the proposed billing model for police services was filed.

c) Township of Limerick, Municipality of McDougall, Town of Mississippi Mills, Township of Sequin all opposed to the new OPP Billing Model was filed as Council have passed a similar resolution at the last meeting. Several other resolutions from other municipalities also opposed to this billing model have been received by the Township.

A letter from the District of Thunder Bay Social Services Administration Board (TBDSSAB) announcing that Mr. Bill Bradica is the Chief Administrative Officer for board was read.

The 2014 TBDSSAB Budget was reviewed. 32% of the total budget is levied to member municipalities and Territories without Municipal Organization. There will be a decrease of 2.2% over the 2013 budget for this portion of the budget. The Township share will decrease by \$1,697.00.

Correspondence were read as follows:

- a) Treasurer's Itemized Statement of Remunerations & Expenses paid to Council in 2013 was reviewed.
- b) Ontario Provincial Police (OPP) – i) Understanding OPP Municipal Policing Costs  
ii) Letter from Chris D. Lewis, Commissioner regarding Conducted Energy Weapon  
iii) Thunder Bay OPP – January Newsletter. Council would like the information about safe storage of firearms included in the February issue of the Cornerstone.
- c) Association of Municipalities of Ontario (AMO) – i) Watch File – December 19, 2013  
ii) Watch File – January 9, 2014  
iii) Breaking News – Report of the Special Purpose Business Property Assessment Review Released  
iv) Land Use Planning and Appeals System Consultation
- d) Ontario Good Roads Association – i) Judge Dismisses Challenge to Minimum Maintenance Standards in Silveira Case
- e) Stewardship Ontario – regarding Industry funding for Municipal Blue Box Recycling for 2013 Program Year.

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The balance of correspondence was passed around the table.

Under Old Business, Council discussed:

- a) Township of Baldwin – copy of letter to Minister Gravelle, Ministry of Northern Development and Mines regarding funding for small municipalities with populations under 1000. Council did send their support on this issue in December 2013.
- b) EnAbling Change Program – At last meeting Council agreed to submit an Expression of Interest to this program however after further review it is not to help municipalities comply with the requirements and therefore would not meet the Township's needs and therefore will not be submitted.
- c) The O'Connor Christmas Party was once again discussed and the menu and attendance confirmed.
- d) An update on the Community Centre renovations was discussed. The drawings from DCSC for the demolition and construction for the vertical platform lift were reviewed. A Request for Quote for the construction will go out by invitation as soon as possible with the quotes being due on January 31 at 12 noon, opened on February 3 at 10 a.m. and Council officially approving them on February 10, 2014 at the Council meeting.

The installation of the dishwasher was discussed. The Clerk-Treasurer contacted Paul Davis Systems and Vern Groop about this and it was

8. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT RESOLUTION #7 OF THE DECEMBER 16, 2013 COUNCIL MEETING ACCEPTING THE QUOTE OF PAUL DAVIS SYSTEMS TO SUPPLY PLUMBING AND GENERAL LABOUR FOR THE INSTALLATION OF THE DISHWASHER IN THE COMMUNITY CENTRE BE RESCINDED IN ITS ENTIRETY.**

Carried

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

**THAT THE QUOTE OF VERN GROOP TO INSTALL THE PLUMBING FOR THE DISHWASHER IN THE COMMUNITY CENTRE AT A COST OF \$200.00 BE ACCEPTED.**

Carried

Council also discussed the quote from DP Construction for the installation of new vinyl baseboards in the community centre which was not accepted at the last meeting. After discussing the condition of the current baseboards it was

10. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT THE QUOTE OF DP CONSTRUCTION TO INSTALL THE VINYL BASEBOARDS IN THE MAIN BANQUET HALL OF THE O'CONNOR COMMUNITY CENTRE AT A COST OF \$1,100.00 BE ACCEPTED.**

Carried

The Clerk-Treasurer reported that there has been an issue with the Carbon dioxide detector going off in the community centre on three occasions in the last month. The Fire Department have come in each time and tested the air and there is not an issue. With all the recent construction in the basement the janitor has now cleaned them and if the issue is not solved they will be replaced.

Under New Business, Council discussed

- a) The Shared Services Committee meeting held on January 7, 2014 in Gillies. The Report from the Committee was read and Mayor Nelson explained the Committees concerns with regard to the Office of the Fire Marshals Fire Department review. While the committee had ask for information to confirm that the departments are complaint with the Act they also wanted to see how each team compared with each

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other, to provide information relating to best practices to enable the three departments to work together towards continuous improvement. As this review did not result in this information being provided the Committee would like to hire someone with a Fire Department background to create a job description and administrative framework for a shared position that would function as administrative support to the three volunteer fire departments and alleviate some of the Fire Chiefs administrative burden. It was

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

**THAT THE TOWNSHIP OF O'CONNOR COMMIT TO FUNDS SUFFICIENT TO HIRE A FIRE RESOURCES CONTRACTOR UP TO A MAXIMUM OF \$1,500.00 TO UNDERTAKE AN EMERGENCY SERVICES COORDINATOR PROJECT.**

Carried

- b) Leanne Wierzbicki - Breathe Live Believe Yoga & Spiritual Sangha – request for key to community centre for classes. Ms. Wierzbicki is hosting yoga classes Friday evenings in the O'Connor Community Centre. As she is a resident of the Thunder Bay and the office closes at noon on Friday she has requested to hold a key for the hall so that she does not have to make two trips out each time to do the class. Council discussed the matter and it was agreed that a Special Keyed Access to the Municipal Building Agreement would be allowed. The Clerk-Treasurer will make the arrangements to have the agreement signed.
- c) Lakehead Region Conservation Authority – 2014 Conservation Dinner & Auction. As Councillor Vezina is the representative on the board it was

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

**THAT THE FOLLOWING PERSON/S ATTEND THE LAKEHEAD CONSERVATION AUTHORITY 2014 FUNDRAISING DINNER AND AUCTION TO BE HELD ON FEBRUARY 6, 2014 IN THUNDER BAY.  
TICKETS: \$50.00 EACH  
COUNCILLOR VEZINA**

Carried

Councillor Racicot left the room.

- d) AMCTO – the Municipal Experts – Municipal Election Training – February 3 in Thunder Bay. It was

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

**THAT THE FOLLOWING PERSON/S ATTEND THE AMCTO MUNICIPAL ELECTIONS TRAINING TO BE HELD ON FEBRUARY 3, 2014 IN THUNDER BAY.  
REGISTRATION: \$299.00 + HST  
CLERK-TREASURER BUOB**

Carried

Councillor Racicot returned to the meeting.

- e) Thunder Bay District Veterinary Services Committee Annual Meeting – February 27, 2014. It was

14. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT THE FOLLOWING PERSON/S ATTEND THE THUNDER BAY DISTRICT VETERINARY SERVICES COMMITTEE ANNUAL MEETING TO BE HELD ON FEBRUARY 27, 2014 IN ROSSLYN.  
REGISTRATION: N/C**

**COUNCILLOR VEZINA, COUNCILLOR LOAN**

Carried

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Councillor Racicot left the room.

- f) Workplace Safety & Prevention Services – Networking and Knowledge Exchange – Slips trips and falls. It was
15. Moved by B. J. Loan  
Seconded by J. Vezina

**THAT THE FOLLOWING PERSON/S ATTEND THE NETWORKING AND KNOWLEDGE EXCHANGE – SLIPS TRIPS AND FALLS TO BE HELD ON JANUARY 30, 2014 IN THUNDER BAY.  
REGISTRATION: N/C**

**DEPUTY CLERK-TREASURER RACICOT  
ROSS CHESSELL – HEALTH AND SAFETY REPRESENTATIVE**

Carried

Councillor Racicot returned to the meeting.

- g) McKittricks – Information and invoice with regard to the proposed property sale to Wiltshire. After further review of this property it has come to the lawyer's attention that the property was not properly registered in the Township of O'Connor's name. An application to do so can be made with an affidavit from the Township. This would have to be completed prior to the sale of the land. Council agreed to continue with the process as most of the legwork has already been completed and have the property properly registered. Council agreed that the expense for this work to date would not constitute as being part of the sale and the Township would be responsible for these costs.
- h) Update on Lakehead Rural Municipalities Committee – DSSAB issues and Janzen's Pharmacy service. Mayor Nelson reported on the meeting held on January 9, 2014. The committee has not received a decision letter from the Minister of Community and Social Services prior to yearend. A letter dated January 2, 2014 was received by the Mayor Holland and Mayor Kloosterhuis stating that the staff are currently reviewing their presentation and report provided and he is committed to providing a response to the proposal in the very near future. The committee has agreed to continue moving forward with a business plan on how to operate our own Social Services Administration Board. A working committee of Mayor Kloosterhuis, Mayor Holland, Mayor Harding, CAO/Clerk Pat Maxwell and CAO Peggy Dupuis will be the working committee. The committee is also waiting on a response as to whether or not the forming of a new board would be a regulator change or a legislative change. It was noted there is still a need to verify client numbers for our municipalities.

Mayor Nelson also reported on the proposal of Janzen's Pharmacy to have a prescription drop off depot for the rural residents. The option of having a depot in each municipality or one depot in Kakabeka Falls has been discussed. Greg Tinsley, Nurse Practitioner with Janzen's has been asked to come up with a proposal for servicing the area and make a presentation at the next Lakehead Rural Municipalities Committee meeting. There would be no cost for this service to the municipalities. Council were in favour of having this service in the rural area.

Issues brought forward or letters received after the agenda was mailed.

- a) The Premier of Ontario – reply to Council's letter regarding the OPP Billing Model
- b) Fire Call – January 10, 2014 was discussed. The O'Connor Fire Department attended a vehicle fire on the corner of Highway 590 and 595 on Friday evening. Captain Biloski forwarded an email to the Fire Chief and the Clerk-Treasurer with regard to issues that occurred at the fire. The Clerk-Treasurer was asked to contact the bunker suit provider and get information with regard to the possible tailoring of these suits. Captain Biloski made a statement in his email that Council would like clarification on. It was also noted that due to the time of the fire the truck could not be refueled. It was suggested that if this is going to be a problem possibly an emergency key to the Township's fuel tanks should be available to the Fire Department. This will be discussed with the Fire Chief and Leadhand.
- c) Municipal Property Assessment Corporation – regarding 2014 Property Assessment Services and Support Costs. The Township's Annual Total is \$11,122.60.

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For information purposes a building permit was approved for alteration and repairs at 278 Blaikie Road.

The miscellaneous administrative wages were to be reviewed by Council and it was

- 16. Moved by B. J. Loan  
Seconded by G. Garbutt

**BE IT RESOLVED THAT THE NEXT PORTION OF THE MEETING BE CLOSED TO THE PUBLIC IN ORDER TO DISCUSS LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS; PURSUANT TO SUBSECTION 239(2)(D) OF THE MUNICIPAL ACT, 2001.**

**TIME BEING: 9:45 P.M.**

Carried

The wages for the part-time non-union staff were reviewed.

- 17. Moved by Bishop Racicot  
Seconded by B. J. Loan

**TIME BEING: 9:58 P.M.**

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

Carried

- 18. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT THE SALARY AND WAGE SCHEDULE FOR THE TOWNSHIP OF O'CONNOR NON-UNION STAFF COMPRISING OF THE DISPOSAL SITE CARETAKER, JANITOR, FENCEVIEWER, DOG CONTROL OFFICER, LIVESTOCK VALUATOR, WEED INSPECTOR AND GROUNDS KEEPER WILL RECEIVE AN INCREASE AS FOLLOWS: EFFECTIVE JANUARY 1<sup>ST</sup>, 2014 INCREASED BY 1.5 PERCENT.**

Carried

- 19. Moved by J. Vezina  
Seconded by G. Garbutt

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, JANUARY 27, 2014 AT 7:00 P.M.**

**TIME BEING: 10:00 P.M.**

Carried

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Mayor

\_\_\_\_\_  
Clerk-Treasurer