

TOWNSHIP OF O'CONNOR – MINUTES – MONDAY, JANUARY 14, 2013

Minutes of the meeting held on Monday, January 14, 2013 at 7 p.m. in the Council chambers.

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

Visitors: Kelly Johnson, Leadhand

Absent: Councillor Garbutt

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 item 18 b) 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 17, 2012 BE ACCEPTED AS PRINTED.

Carried

Mayor Nelson asked Mr. Johnson if he wished to address Council on any personal matter and he replied no.

Leadhand Kelly Johnson was welcomed to the table.

The Monthly Road Department Report from December 3, 2012 to January 11, 2013 was read. Council inquired as to how the new box on truck #7 is working and Mr. Johnson replied that everything is working fine. Roadwork in general was discussed. The roads crew has been out sanding and scratching Township roads in response the warm temperatures and the rainfall that was received last week. They have also been clearing roads of trees from the recent high winds.

With regard to the position of a casual employee for the Roads Department, Mr. Johnson informed council that an advertisement was put in the January issue of the Cornerstone requesting applications for the position and that only one application was submitted. Mr. Johnson has also spoken to individuals who he thought would be interested in the position and, as a result of both, has been able to put together a list of individuals that he can call in when he deems it necessary. Mr. Johnson also commented that he did call these individuals last week to help out, however only one individual was available to work. Mr. Johnson will arrange to have them come in for training on Township equipment and he will also be contacting Cupe Local 87 regarding the casual employees being called in and if membership is required.

The supply of winter sand was discussed. The Township's main supplier of sand and salt mix is currently low and Mr. Johnson will be looking into what other suppliers would be able to provide winter sand in case we are unable to get any from the current supplier.

Mr. Johnson was thanked for attending.

The administration and roads voucher to December 31, 2012 was reviewed and it was

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

THAT THE ADMINISTRATION AND ROADS VOUCHER FOR DECEMBER 31, 2012 TOTALLING \$99,230.45 BE APPROVED AND PAID.

Carried

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

THAT THE FOLLOWING BILLS FOR JANUARY 2013 BE PAID – THESE BILLS WILL BE INCLUDED ON THE JANUARY 2013 ROAD AND ADMINISTRATION VOUCHER.

CK#11303	AMO (2013 MEMBERSHIP)	\$ 609.07
CK#10304	AMCTO (2013 MEMBERSHIPS)	\$ 824.90
CK#11305	OGRA (2013 MEMBERSHIP)	\$ 534.87
CK#11306	MFOA (2013 MEMBERSHIP)	\$ 265.55
CK#11307	MEPCO (2013 MEMBERSHIP)	\$ 29.66
CK#11308	NORTH OF SUPERIOR PUBLIC WORKS ASSOC	\$ 70.00
CK#11309	ONTARIO ASSOCIATION OF FIRE CHIEFS	\$ 254.25
CK#11310	ONTARIO AGGREGATE RESOURCES CORP.	\$ 453.57
CK#11311	STAPLES BUSINESS DEPOT	\$ 268.56
CK#11312	TBAYTEL (TELEPHONE)	\$ 376.44
CK#11313	HYDRO ONE	<u>\$ 606.13</u>
		\$ 4,293.00

Carried.

The Statement of Revenue and Expenditure to December 31, 2012 will not be available until all yearend entries have been made.

By-laws were discussed as follows:

- a) By-law Number 2013-01 – 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 B. J. Loan
Seconded by J. Vezina

THAT BY-LAW NUMBER 2013-01 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

- b) By-law Number 2013-02 – A by-law to provide for an interim levying amount.

5. Moved by B. J. Vezina
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2013-02 BEING A BY-LAW TO PROVIDE FOR AN INTERIM LEVYING AMOUNT BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- c) By-law Number 2013-03 – A by-law to appoint the Deputy Chief of the O'Connor Fire Department. It was

6. Moved by J. Vezina
Seconded by Bishop Racicot

THAT BY-LAW NUMBER 2013-03 BEING A BY-LAW TO APPOINT THE DEPUTY CHIEF OF THE O'CONNOR FIRE DEPARTMENT BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- d) By-law Number 2013-04 – A by-law to authorize the execution of the Community Infrastructure Improvement Fund Contribution Agreement. It was

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

THAT BY-LAW NUMBER 2013-04 BEING A BY-LAW AUTHORIZING THE EXECUTION OF THE COMMUNITY INFRASTRUCTURE IMPROVEMENT FUND CONTRIBUTION AGREEMENT WITH THE FEDERAL ECONOMIC DEVELOPMENT AGENCY FOR SOUTHERN ONTARIO AND THE CORPORATION OF THE TOWNSHIP OF O'CONNOR FOR THE PROJECT TITLED RENOVATIONS AND UPGRADES TO THE COMMUNITY CENTRE BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

- e) By-law Number 2012-02 – A by-law to endorse the Township of O'Connor Safety Mission Statement. It was

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

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

Carried

- f) By-law Number 2013-05 – A by-law to authorize the execution of the internet E-mail, Telephone and Fax Agreement between the Township and the Canadian Imperial Bank of Commerce. It was

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

THAT BY-LAW NUMBER 2013-05 BEING A BY-LAW AUTHORIZING THE EXECUTION OF THE INTERNET E-MAIL, TELEPHONE AND FAX AGREEMENT BETWEEN THE CANADIAN IMPERIAL BANK OF COMMERCE AND THE CORPORATION OF THE TOWNSHIP OF O'CONNOR BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

A resolution for endorsement was read from the Corporation of the Township of Elizabethtown-Kitley regarding Provincial Police Services and was filed.

The 2013 Thunder Bay District Social Services Administration Board (DSSAB) budget was reviewed by Council. The Township's 2013 interim levy calculation using the final 2012 weighted assessment is \$78,050.00.

Correspondence were read as follows:

- a) Treasurer's Itemized Statement of Remunerations & Expenses paid to Council in 2012.
- b) Letter from the Municipal Property Assessment Corporation regarding their targeted four-year expenditure plan and the 2013 charge for the Township of O'Connor. The Township will be charged \$11,032.87 which is an increase of less than 1%.
- c) Letter from the Ministry of Finance with regard to the 2013 education tax rates. The 2013 uniform residential education rate is 0.212%, reduced from the 0.221% that applied to the 2012 taxation year.
- d) E-mail from Diana Cole, Thunder Bay Ontario Provincial Police Community Services Officer regarding their January newsletter.
- e) Association of Municipalities of Ontario (AMO) –
 - i) Watch File December 20, 2012.
 - ii) Watch File January 3, 2013
 - iii) Watch File January 10, 2013
 - iv) AMO Breaking News regarding the announcement by the Ontario Ministry of Infrastructure that additional funding for municipal infrastructure is available.
 - v) AMO Breaking News regarding the Ministry of Education providing information on the Ontario's New Child Care funding framework and funding formula.

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- vi) AMO Breaking News regarding the Ministry of Community and Social Services amending the Ontario Regulation 191/11, the Integrated Accessibility Standards, to include new Accessibility for Ontarians with Disabilities Act standards to include the design of public spaces in the built environment.
- vii) AMO Breaking News regarding AMO the receipt the report “Towards Full Cost Recovery for Municipal Water and Wastewater Services” and its release to members.
- f) E-mail from the Ministry of Northern Development and Mines regarding the Northern Growth Plan.
- g) North West Local Health Integration Network (LHIN) LHINfo Minute regarding Health Care update.
- h) E-mail from the Thunder Bay Multicultural Association regarding a meeting in the new year of the Local Immigration Partnership. The meeting was setup for Wednesday, January 9, 2013.
- i) Letter from the Stewardship Ontario regarding funding for Municipal Blue Box Recycling for 2012 Program Year. The Township has received the third quarter installment for 2012 in the amount of \$888.29.

Balance of the correspondence to be passed around table

Under Old Business, Council discussed

- a) Letter received from the Ministry of Community Safety and Correctional Services regarding notification of the Ontario Fire Marshal Review of the Fire Protection Services in the Township of O'Connor. The initiation of the review was a result of discussions with the members of the Conmee, Gillies and O'Connor Shared Services Committee with regard to the delivery of fire protection services within the three communities.
- b) E-mail from the Ministry of Community and Social Services regarding the Accessibility for Ontarians with Disabilities Act file review for the Township of O'Connor. The e-mail stated that file review has been completed and they are satisfied with the information provided.

Under New Business, Council discussed

- a) i) E-mail from Ms. Lynn Pardoe regarding the Municipal Infrastructure Investment Initiative (MIII) Asset Management Program. The Township submitted an Expression of Interest for funding and has been informed by MIII that it has met the program requirements and will receive funding in the amount of \$20,458.20.
- ii) E-mail from the Ontario Good Roads Association (OGRA) regarding a template that they have developed for a Request for Proposal for Asset Management Plan Development was reviewed.
- iii) Council discussed the request for proposal for the development of an Asset Management Plan. The Deputy Clerk-Treasurer will contact the Township of Gillies to see if there is an interested in entering an agreement to use their combined MIII grant allocations hire a consulting/engineering company to development an Asset Management Plan for both communities.
- b) Letter from the Ontario Provincial Police (OPP) regarding the 2013 Policing Cost Estimates for the Township of O'Connor. Total estimated policing costs for the Township is \$29,602.00.
- c) E-mail from the Ministry of Municipal Affairs and Housing regarding Municipal Delegation Requests for the upcoming Rural Ontario Municipal Association (ROMA) and OGRA combined conference. Council will not be submitting a Delegation Request.
- d) Letter from the Municipal Finance Officers' Association (MFOA) regarding 2013 Membership fees. Council agreed to pay the 2013 fee of \$265.55.
- e) Letter from the Hymers Agricultural Society requesting the Township advertise in in their 2013 prize list book and for a donation and it was

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

THAT A HALF PAGE ADVERTISEMENT IN THE HYMERS AGRICULTURAL SOCIETY PRIZE LIST BOOK BE PURCHASED AT A COST OF \$55.00 AND AN O'CONNOR HISTORY BOOK BE DONATED.

Carried

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- f) E-mail from Mr. Royden Potvin, Manager, Thunder Bay Ventures regarding a donation to the Township for the Community Centre Renovations. Thunder Bay Ventures will be donating \$500.00.

Under further new business Council discussed the sharing of revenue generated by the Thunder Bay Charity Casino. It was commented that this subject has been discussed by AMO and is an ongoing issue. Currently the surrounding municipalities around the City of Thunder Bay do not receive any funds generated by the Casino.

The O'Connor Community Centre renovations were also discussed. Ideas of how to reorganize the upstairs kitchen to install a dishwasher and the possibility of adding cabinets on the west hall of the kitchen this will be discussed. These ideas will be discussed further at a later date.

The emergency generator located in the O'Connor Municipal Garage was discussed. The manual transfer switch to supply the municipal office with power during an emergency has been installed. Council discussed the drafting of a policy outlining who will be responsible for the operation of the generator and a procedure on how to operate the generator. It was discussed that the policy will list the roads crew, administrative staff, Council, Fire Chief and Deputy Fire Chief as having permission to operate the generator in an emergency.

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

- a) Letter from the Ontario Ministry of Energy regarding the update of the Renewable Energy Development Guide – A Guide for Municipalities. The guide has been updated to reflect recent changes to the Ontario Power Authority's Feed-In-Tariff (FIT) program for renewable energy.
- b) E-mail from Mosey and Mosey Benefit Plan Consultants regarding the request for cost to provide benefits to the Mayor and Councillors. It was decided that Council would not participate in the Group Benefit Plan.

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

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. AND TO DISCUSS LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS; PURSUANT TO SUBSECTION 239(2)(D) OF THE MUNICIPAL ACT, 2001.

TIME BEING: 8:40 P.M.

Carried

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

TIME BEING: 9:40 P.M.

THAT WE NOW MOVE TO OPEN MEETING.

Carried.

Wages for non-union staff were discussed and it was

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

THAT THE SALARY AND WAGE SCHEDULE FOR THE TOWNSHIP OF O'CONNOR'S CLERK-TREASURER, DEPUTY CLERK-TREASURER WILL RECEIVE AN INCREASE AS FOLLOWS:

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- 1. EFFECTIVE JANUARY 1ST, 2013 INCREASED BY 0.5 PERCENT
- 2. EFFECTIVE JANUARY 1ST, 2014 INCREASED BY 1.5 PERCENT
- 3. EFFECTIVE JANUARY 1ST, 2015 INCREASED BY 1.5 PERCENT
- 4. EFFECTIVE JANUARY 1ST, 2016 INCREASED BY 2.0 PERCENT

Carried.

- 14. Moved by J. Vezina
Seconded by B. J. Loan

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 1ST, 2013 INCREASED BY 0.5 PERCENT

EFFECTIVE JANUARY 1ST, 2013 THAT THE ENTRY WAGE FOR THE DISPOSAL SITE CARETAKER, JANITOR, FENCEVIEWER, LIVESTOCK VALUATOR, WEED INSPECTOR AND GROUNDS KEEPER WILL BE [REDACTED].

Carried.

The Administrative Benefit Policy was discussed. Changes will be made to the Sick Leave provision in the policy and brought back to the January 28, 2013 Council meeting for approval.

Representation on the Thunder Bay District Health Unit (TBDHU), the Thunder Bay District Municipal League and the North of Superior Workforce Planning Board (NSWPB) was discussed. Council instructed the Deputy Clerk-Treasurer to contact the TBDHU to see what will be required to have an alternate appointed. Council also instructed the Deputy Clerk-Treasurer to contact the NSWPB to looking into appointing an alternate, or if possible, if our current appointee can participate via teleconference.

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

THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, JANUARY 28, 2013 AT 7:00 P.M.

TIME BEING: 10:00 P.M.

Mayor

Deputy Clerk-Treasurer