

## TOWNSHIP OF O'CONNOR – MINUTES – JANUARY 23, 2012

Minutes of the meeting held on Monday, January 23, 2012 at 7 p.m. in the Council chambers.

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

Visitors: Fire Chief Henry Mattas  
Royden Potvin, Manager – Thunder Bay Ventures

Mayor Nelson called the meeting to order at 7:05 p.m..

Disclosure of pecuniary interest and general nature thereof: Councillor Racicot declared an interest in item 16 c) as his spouse is an employee of the Township. Councillor Vezina declared an interest in item 6 b) ii) and 16 d) as he is a contractor and advertiser in the Cornerstone.

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

**THAT THE MINUTES OF THE COUNCIL MEETING HELD ON JANUARY 9, 2012, BE ACCEPTED AS PRINTED.**

Carried

Council welcomed Mr. Potvin, the manager of Thunder Bay Ventures to the table. Introductions were made. Mr. Potvin explained to Council who Thunder Bay Ventures are and what they do. They represent the seven organized municipalities around and including the City of Thunder Bay as well as the unorganized municipalities in the area. They are a small organization funded nationally through Industry Canada. They promote Regional Economic Development, in this rural program. They have a Board, which consists of 12 members and a staff of two, plus himself and they were able to have a youth intern for one year. The Community Futures Program has been in place since 1988. They have an annual budget of \$300,000/yr, which flows through FedNor with the administration of the program in Northwestern Ontario. Their mandate is to lend money in the form of a loan to start micro, home based businesses for capital. In order to qualify for the program the business has to be incorporated. They can also assist these businesses to help figure out what they can do. The money will only be provided to the business if a bank has declined them. The interest rates for these loans are higher than a bank.

There is also Community Development – Funding for Community Projects, which is Not-For-Profit funding for municipalities and First Nations. The project must have local Initiatives with the maximum funding being \$5,000.00. The applications are online along with their guidelines and criteria.

In conclusion Thunder Bay Ventures mandate is lending, through financial partners and local initiatives contributions through outreach – community – various groups and municipalities. They are small, early money, local and they believe in investing in local people.

Council asked Mr. Potvin if he would like their website added to our Township website as a link. Mr. Potvin agreed to have us do this. The information will also be included in our newsletter, the Cornerstone.

Council thanked Mr. Potvin for attending the meeting and sharing his information.

Fire Chief Mattas was welcomed to the table. The Fire Chief's report from December 15, 2011 to January 19, 2012 and the 2011 Monthly Incident Statistical report for 2011 were read. The Ontario Fire Marshal's – 2011 All Calls by Response Type Class and the Ministry of Natural Resources 2011 Municipal Fire summary were also read. Fire Chief Mattas also provided his Training Evolution Records for the month of January 2012. These reports provide the date of the meeting/training, the topic, instructor, who attended and any comments with regard to what happened that evening. As per our current Fire Department Policy the minutes of the meetings are suppose to be

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submitted to Council. As the policy is currently scheduled for review the submission of these documents will be discussed further at that time.

Under Fire Department issues Fire Chief Mattas thanked Mayor Nelson for attending the Thunder Bay Zone One Mutual Aid Association meeting as President of the Northwestern Ontario Municipal Association.

Fire Chief Mattas reported that he received an email from the Ontario Association of Fire Chiefs informing him of the new Ontario Provincial Police (OPP) policy on non-sharing of driver and insurance reports/information from the OPP for motor vehicle accidents on non Ministry of Transportation highways to Fire Departments. Council would like Councillor Loan to speak with our local detachment to get further clarification on this matter.

Fire Chief Mattas reported the current condition of the tanker and the dollar value associated to fix it. Fire Chief Mattas feels that this money would be better spent on a newer vehicle. Council asked him to start looking for a used truck and look at getting a price to take the old tank off our current truck and put on another chassis.

Driver training was discussed. An email from Eric Olson with regard to a contract agreement for class DZ licence upgrade was read. Fire Chief Mattas and Mr. Olson will be submitting their application to the Ministry of Transportation for approval to qualify as Authorized Authority and Authorized Trainer. If Mr. Olson is approved as trainer he will be able to do the driving tests here in the Township, however the driver will have to go into the City for their eye tests. If approved, Mr. Olson will also be able to do training for the Zone One member municipalities as well. The total costs of training our drivers for the department were discussed. It was agreed that the total cost for our team is very high at this time if we go through Mr. Olson's training course as we currently have eight members eligible. The option of challenging the hours of driver training and writing the test was also discussed.

Council would like a notice to be put in the Cornerstone and posted on the Township website - Looking for Expressions of Interest from anyone who is competent, with at least ten years of driving experience, with a DZ licence and a clean driving abstract who might be willing to ride in seat with our volunteer fire fighters to gain driving experience using Township insured vehicles. Council would like any interested persons to submit an hourly rate for this service, along with information on any courses they may have taken, for review by Council at the March 12, 2012 Council meeting. The application will have to be submitted by March 7<sup>th</sup> to the Township office. Council may or may not use this form of training for the drivers.

Council would also like Fire Chief Mattas to contact Mr. Olson to see if he could attend the February 27, 2012 meeting to discuss the training further.

Council would like the Clerk-Treasurer to contact Thunder Bay Ventures to see if Fire Department training could be covered under their program.

Recognition awards for the members of the Fire and First Response Team were again discussed. In order to purchase recognition pins you need to order a minimum number which was much higher than the Township of O'Connor would need. Fire Chief Mattas would like to now provide certificates instead for five-year intervals of years of service. Council agreed with this and would like to see them put into frames. These certificates will be distributed at the upcoming Christmas party. Council asked Fire Chief Mattas to look into the purchasing of pins further to see if other municipalities in the area would be interested in presenting these pins to their members. They could then be purchased in bulk either by the Zone or one municipality and they could be purchased by the teams when needed.

The current policy for the Fire Department was reviewed. As this policy came into effect in 1999 Council agreed that it should be looked at and amended to reflect current procedures. Council would like to review this policy further. Copies will be emailed to each member of Council as well as Fire Chief Mattas and Deputy Fire Chief Styles and will be discussed further at the February 27<sup>th</sup> Council meeting.

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The Standard Operational Guideline 1404 with regard to Progressive Discipline was reviewed. It was noted that discipline for the Fire Chief or Deputy Fire Chief was not included. This was discussed and it will be revised and brought forward to Council for final approval.

Fire Chief Mattas was thanked for attending and he left the meeting at 9:40 p.m.

Cheryl Maki, Chief Building Official was unable to attend the meeting. It was agreed to deferred all of section 6 b) on the agenda to the next meeting.

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

2. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT THE FOLLOWING BILLS FOR JANUARY 2012 BE PAID – THESE BILLS WILL BE INCLUDED ON THE JANUARY 2012 ROAD AND ADMINISTRATION VOUCHER.**

CK#10620 RELIANCE HOME COMFORT	\$ 45.73
CK#10621 O'CONNOR FIRE DEPT AUXILIARY	20.00
CK#10622 RECEIVER GENERAL(REPLACING CK #10594)	5,875.10
CK#10623 O'CONNOR FREE METHODIST CEMETERY FUND	180.39
CK#10624 GWEN GARBUTT – HONOURARIUM & MILEAGE	367.85
CK#10625 HYDRO ONE	650.99
CK#10626 TBAYTEL - PHONE BILL	380.95
CK#10627 MIKE BILOSKI – REIMBURSEMENT	50.00
CK#10628 B. DENNHARDT - DENTAL/MEDICAL	105.00
CK#10629 THUNDER BAY DSSAB	6,634.00
CK#10630 MPAC	2,783.43
CK#10631 NORTH OF SUPERIOR PUBLIC WORKS ASSOC.-MEM	70.00
CK#10632 MINISTRY OF FINANCE – CACC DISPATCH	15.00
CK#10633 MFOA MEMBERSHIP	259.90
CK#10634 STEFAN DERECH	<u>50.00</u>
	<b>\$17,488.34</b>

Carried

The Statement of Revenue and Expenditures were discussed. The draft Income Statement was reviewed. The transfer of funds to reserves at year-end was discussed. It was

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

**FOR THE CALENDAR YEAR 2011 THE FOLLOWING AMOUNTS BE TRANSFERRED INTO THE FOLLOWING RESERVE/S.**

**FEDERAL GAS TAX - \$158.23**  
**FIRE DEPARTMENT - \$1,300.00**  
**DISPOSAL SITE - \$568.00**  
**ROAD DEPARTMENT EQUIPMENT - \$1,500.00**

Carried

By-law Number 2012 –04 regarding the appointment of Fire Chief Mattas as the Recognized Authority Official for Driver Training was discussed and it was

4. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT BY-LAW NUMBER 2012-04 BEING A BY-LAW TO APPOINT A RECOGNIZED AUTHORITY OFFICIAL FOR DRIVER TRAINING BE PASSED AND ENTERED IN THE BY-LAW BOOK.**

Carried

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Resolutions for endorsement were read as follows:

- a) County of Huron – regarding Low Frequency Noise Committee recommendations was filed.
- b) Municipality of East Ferris – regarding proposed changes to Part 8 of the Ontario Building Code, regarding new and replacement septic systems not be approved was filed.
- c) Step By Step – requesting support for the Torch of Life Relay was filed.

Thunder Bay District Social Services Administration Board (DSSAB) issues – Mayor Nelson reported that he was unable to attend the Area One DSSAB presentation to the City of Thunder Bay Council.

Correspondence was read as follows:

- a) Lakehead Region Conservation Authority (LRCA) - i) regarding Explorer Cards  
ii) 2011 Annual Report. The report highlights the many water and land management programs and services that the LRCA offers to the public.  
iii) Lakehead Source Protection Committee regarding release of the Draft Proposed Source Protection Plan for the Lakehead Source Protection Area. This report is available for public review and consultation until February 17, 2012. A copy is available in our Township office.
- b) Association of Municipalities of Ontario (AMO) – i) Watch File – January 12, 2012  
ii) Watch File – January 19, 2012
- c) Municipal Finance Officers' Association of Ontario (MFOA) – Introductory letter for 2012 and membership information
- d) Municipal Employer Pension Centre of Ontario (MEPCO) – regarding the OMERS pension plan

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) Ministry of Agriculture, Food and Rural Affairs – reply letter regarding Council's endorsed resolution regarding the Wildlife Damage Compensation Program.
- b) A report updating Council on the basement kitchen from the Clerk-Treasurer. Chris Lawrence of Superior Safety would be willing to come to explain to Council the options of what is required with regard to the upgrades to the kitchen to meet the Fire Code when using propane in a kitchen of a commercial building. Council agreed that they would like Mr. Lawrence to attend a meeting to discuss the Township's options.

Councillor Racicot reported that he may be able to get a used hood from a building in Thunder Bay currently been torn down. He will need the measurements of the area to confirm. This information will be forwarded to him.

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

**TIME BEING: 10:30 P.M. THAT THE BUSINESS OF THIS MEETING CONTINUE.**

Carried

Under New Business, Council discussed

- a) Independent First Nations Alliance Technical Services – requesting a tour of our Waste Disposal Site for IFNA First Nation Public Works Managers workshop. It was
6. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT THE TOWNSHIP OF O'CONNOR PARTICIPATE IN THE INDEPENDENT FIRST NATIONS ALLIANCE TECHNICAL SERVICES LANDFILL RECYCLING DEPOT WORKSHOP ON MARCH 7<sup>TH</sup> OR 8<sup>TH</sup> BY PROVIDING A TOUR OF THE O'CONNOR DISPOSAL SITE AND DISCUSSING WITH THE PARTICIPANTS THE TOWNSHIP'S METHODS OF MAINTENANCE AND RECYCLING.**

Carried

Mr. Johnson, Leadhand, will be asked to meet with the group.

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- b) Thunder Bay District Municipal League – Annual Meeting and Conference – March 2 & 3, 2012 in Terrace Bay. It was

7. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT THE FOLLOWING PERSON/S ATTEND THE THUNDER BAY DISTRICT MUNICIPAL LEAGUE ANNUAL MEETING AND CONFERENCE TO BE HELD MARCH 2 –3, 2012 IN TERRACE BAY.**

**REGISTRATION: \$100.00**

**MAYOR NELSON  
COUNCILLOR GARBUTT, LOAN, RACICOT, VEZINA  
CLERK-TREASURER BUOB**

Carried

Councillor Racicot left the room.

- c) Ministry of Municipal Affairs and Housing – Planning Challenges in a Changing Economy – annual Planning Workshop – March 21 & 22, 2012 in Thunder Bay. It was

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

**THAT THE FOLLOWING PERSON/S ATTEND THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING PLANNING CHALLENGES IN A CHANGING ECONOMY – ANNUAL PLANNING WORKSHOP TO BE HELD MARCH 21 & 22, 2012 IN THUNDER BAY.**

**REGISTRATION: \$75.00**

**COUNCILLOR GARBUTT, VEZINA, RACICOT  
CLERK-TREASURER BUOB**

Carried

Councillor Racicot returned to the meeting and Councillor Vezina left the room.

- d) Review current Township rates and fees and comparisons of surrounding municipalities rates were reviewed. The planning fees for Zoning By-law amendments, Official Plan Amendments and Minor Variance will be increased. The current rental charges for the community centre were discussed and it was agreed to add a new charging formula for those using the centre for gym like activities. Road Equipment rates were discussed at the last meeting and will also increase. Other changes will be made and will be brought back to Council for final approval.

Councillor Vezina returned to the meeting.

- e) Accessibility Directorate of Ontario – regarding Accessibility and the Broader Public Sector multi-year accessibility plans under the Integrated Accessibility Standards Regulation (IASR).

Issues brought forward or letters received after agenda was mailed

- a) Thunder Bay Veterinary Services Committee – Annual meeting February 16, 2012. It was

9. Moved by Bishop Racicot  
Seconded by G. Garbutt

**THAT THE FOLLOWING PERSON/S ATTEND THE THUNDER BAY DISTRICT VETERINARY SERVICES ANNUAL MEETING TO BE HELD FEBRUARY 16, 2012 IN ROSSLYN.  
COUNCILLOR VEZINA**

Carried

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b) Service Canada – Canada Summer Jobs 2012 – bulletin and notice of information sessions was discussed and it was

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

**THAT THE TOWNSHIP OF O'CONNOR ASK FOR 2 STUDENTS UNDER THE CANADA SUMMER JOBS 2012 SUMMER WORK EXPERIENCE PROGRAM, FOR A PERIOD OF 7 WEEKS.**

**START DATE FOR THE PROGRAM WOULD BE JULY 9, 2012 RUNNING UNTIL AUGUST 24, 2012.**

Carried

c) Ministry of Natural Resources – Phase II Planned Operation (2012 – 2017) 2007 – 2017 Forest Management Plan was read.

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

**THAT THE MEETING ADJOURN TO THE O'CONNOR DAY PLANNING MEETING TO BE HELD ON MONDAY, FEBRUARY 6, 2012 AT 7:00 P.M.**

**TIME BEING: 11:15 P.M.**

Carried

\_\_\_\_\_  
Mayor

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