

TOWNSHIP OF O'CONNOR - MINUTES – MARCH 9, 2009

Minutes of the meeting held on March 9, 2009 at 7 p.m. in the municipal building.

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

Visitors: Rosy Brizi and Angela Lee – Grant Thornton
Kelly Johnson, Leadhand arrived at 7:25 p.m.

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 19 f) as his spouse is an employee of the township.

1. Moved by Lee Ann Nygard
Seconded by J. Vezina

**THAT THE MINUTES OF THE COUNCIL MEETING HELD ON MONDAY,
FEBRUARY 23, 2009 BE ACCEPTED AS PRINTED.**

Carried

Ms. Brizi and Ms. Lee were welcomed to the table. Introductions were made. Ms. Brizi is a Partner in Grant Thornton and Ms. Lee has been a part of the Township of O'Connor's audit for three years and has been the senior accountant on the account for the past two years. The draft financial statements for the Township of O'Connor for the year ending December 31, 2008 were presented to Council. This draft document includes the townships figures only. The joint local boards numbers will be added to the final. It was noted that as a result of the landfill study conducted in 2008 the landfill closure and post closure liability amount will be lowered which will also change the municipal position. Variances between the previous years numbers or the difference between actual and budget figures were explained. Council requested that where there is reference to notes in the statements that the page in which these notes are located be added to the statement. It was agreed that tabs will be added to the note pages for next year's presentation. A Communication of Audit Strategy and results report was presented. It was noted that the PSAB changes must be completed in 2009. The reporting will be broken down more by departments. This will mean additional time on Grant Thornton's part during an audit and will likely mean additional costs estimated between \$1,500 to \$2,000 per year. The statements will change. The status of the audit was read. Some items still need to be addressed or completed before the report is signed. Ms. Brizi and Ms. Lee were thanked for attending and presenting these documents to Council.

Mr. Kelly Johnson was welcomed to the table. The time sheet reports for February 8 to 21, 2009 and February 22 to March 6, 2009 were read. The problems with the hydraulics of the garbage truck were discussed. Mr. Johnson will be waiting for warmer weather to fix them properly. There is no safety issue with the problem. The alternator belt also needs replacing.

The bridge study report from JML Engineering was presented to Council. Council would like Mr. Johnson to prepare a summary of the work that is required and prioritize it for budget and funding requirements. It was noted that the engineer used the previous road names to name the bridges in the report. They will be asked to redo the report with the proper bridge/road names.

An update from JML Engineering on the Harstone road bridge replacement was read. They are proposing that a corrugated steel box culvert replace the current bridge. The Clerk-Treasurer will confirm that this structure will be eligible for the ODRAP funding.

Under roadwork in general Mr. Johnson reported that he is currently working on the 2009 roads budget and five year road plan. He will start working with the frost heaves next week if it starts melting.

It was agreed to move the closed portion of the meeting forward to discuss the issue with Mr. Johnson.

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2. Moved by Bishop Racicot
Seconded by G. Garbutt

BE IT RESOLVED THAT THE NEXT PORTION OF THE MEETING BE CLOSED TO THE PUBLIC IN ORDER TO DISCUSS LITIGATION OR POTENTIAL LITIGATION INCLUDING MATTERS BEFORE ADMINISTRATIVE TRIBUNALS, AFFECTING THE MUNICIPALITY OR LOCAL BOARD; PURSUANT TO SUBSECTION 239(2)(E) OF THE MUNICIPAL ACT, 2001. TIME BEING: 8:12 P.M.

Carried

The snowplowing and maintenance of Strom Road issue was discussed.

3. Moved by Lee Ann Nygard
Seconded by J. Vezina

**TIME BEING: 8:55 P.M.
THAT WE NOW MOVE TO OPEN MEETING.**

Carried

As per By-law Number 2003-04 it was agreed to have ½ load signs posted on all the township roads coming off of Highway 590. All other roads within the township will be restricted by the township's by-law but will not be posted as there is no other access to the township that is not already posted as restricted.

Staff Sergeant Ken Mantey will be invited to attend the next meeting to discuss the Ontario Provincial Police services to the township in this regard.

Mr. Johnson was thanked for attending.

The road and administration voucher and the ODRAP voucher for February 2009 were reviewed. It was

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

THAT THE ADMINISTRATION AND ROADS VOUCHER FOR FEBRUARY 28, 2009 TOTTALLING \$72,925.82 BE APPROVED AND PAID.

Carried

5. Moved by Lee Ann Nygard
Seconded by Bishop Racicot

THAT THE STATE OF EMERGENCY ADMINISTRATION AND ROADS VOUCHER FOR THE PURPOSE OF FUNDING THROUGH THE ONTARIO DISASTER RELIEF ASSISTANCE PROGRAM FOR FEBRUARY 28, 2009 TOTTALLING \$1,273.13 BE APPROVED AND PAID.

Carried

Amended policies for the road department were reviewed and it was

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

**THAT THE FOLLOWING AMENDMENT BE MADE TO THE POLICY FOR BRUSHING AND DITCHING.
UNDER THE HEADING OF BRUSHING, ITEM 1) THE POLICY SHALL READ:**

ALL BRUSHING SHALL BE DONE TO THE FULL DISTANCE OF THE ROAD ALLOWANCE IF REQUIRED.

**UNDER THE HEADING OF DITCHING, ITEM 2) THE POLICY SHALL READ:
DITCHING SHALL BE DONE IN SUCH A MANNER TO RESERVE THE INTEGRITY OF THE ROAD BED.**

Carried

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7. Moved by Lee Ann Nygard
Seconded by J. Vezina

THAT THE FOLLOWING AMENDMENTS BE MADE TO THE POLICY FOR MOBILE EQUIPMENT.

UNDER THE HEADING OF FULL-TIME EMPLOYEES THE POLICY SHALL READ:

FULL-TIME EMPLOYEES SHALL SHOW PROOF OF A VALID DRIVERS LICENCE TO THE CLERK-TREASURER WHICH WILL BE PHOTOCOPIED AND KEPT ON FILE. A DRIVER'S ABSTRACT SHALL BE PROVIDED ANNUALLY. ANY COST INCURRED BY THE EMPLOYEE TO OBTAIN THE DRIVER'S ABSTRACT WILL BE REIMBURSED BY THE TOWNSHIP.

UNDER THE HEADING OF PART-TIME EMPLOYEES THE POLICY SHALL READ:

PART-TIME EMPLOYEES, IMMEDIATELY UPON REHIRING, SHALL SHOW PROOF OF A VALID DRIVERS LICENCE TO THE CLERK-TREASURER TO BE PHOTOCOPIED AND KEPT ON FILE. A DRIVER'S ABSTRACT SHALL BE PROVIDED ANNUALLY. ANY COST INCURRED BY THE EMPLOYEE TO OBTAIN THE DRIVER'S ABSTRACT WILL BE REIMBURSED BY THE TOWNSHIP.

UNDER THE HEADING OF MOBILE EQUIPMENT, ITEM 2), THE POLICY SHALL READ:

PRIOR TO LEAVING THE YARD, A CIRCLE CHECK SHALL BE CONDUCTED ON THE VEHICLE OR EQUIPMENT BEING USED.

Carried

The direction of the roads listed in the Schedule "A" of the policy for Opening roads were discussed. The former directions were based on Ministry of Transportation directions for Highway 590. It was agreed to use actual direction within our township for the former name of the road. It was

8. Moved by G. Garbutt
Seconded by Bishop Racicot

THAT THE FOLLOWING AMENDMENTS BE MADE TO THE POLICY FOR OPENING ROADS.

SCHEDULE "A" – THE CORPORATION OF THE TOWNSHIP OF O'CONNOR – INVENTORY ROADS SHALL BE AMENDED AS FOLLOWS:

Schedule "A"

The Corporation of the Township of O'Connor - Inventory Roads

1.	Whittaker Road (Formally Concession 5, West of Hwy. 595)	3.8 km
2.	Broome Road (Formally Concession 5, East of Hwy. 595)	3.2 km
3.	Smart Road (Formally 2 nd Sideroad, North of Hwy. 590)	1.3 km
4.	Pool Road (Formally 4 th Sideroad, Hwy. 590 to Concession 5)	3.2 km
5.	Sovereign Road (Formally 3 rd Sideroad to Conmee)	1.6 km
6.	Strom Road (Formally Strom's Sideroad)	1.8 km
7.	Fleming Road (Formally O'Connor/Conmee Townline)	2.0 km (maint)
8.	Holomego Road (Formally Concession 6, East of Hwy. 595)	2.8 km
9.	Cronk Road (Formally Concession 6, West of Hwy. 595)	4.8 km
10.	Garbutt Road (Formally 2 nd Sideroad, South of Hwy. 590)	4.8 km
11.	Smith Road (Formally Concession 4, East of Hwy. 595)	2.8 km
12.	Connolly Road (Formally Concession 4, West of Hwy. 595)	5.0 km
13.	Rosengren E. Road (Formally Concession 3, East off 4 th Sideroad)	0.2 km
14.	Rosengren W. Road (Formally Concession 3, West off 4 th Sideroad)	0.3 km
15.	Sitch Road (Formally 4 th Sideroad)	4.8 km
16.	Main Street (Formally O'Connor/Gillies Township Line)	0.8 km (maint)

17.	Wheal Road (O'Connor Portion)	0.3 km (maint)
18.	Allan Road (Formally O'Connor/Marks Township Line)	1.6 km
19.	Blaikie Road (Formally Concession 2, East of Hwy. 595 & Y1 Road to Hwy 588)	3.3 km
20.	Earl Road (Formally Concession 2 Road, West of Hwy. 595)	4.8 km
21.	CliffMcLean Road (Formally McLean Road)	2.6 km
22.	Diana Road (Formally Donaldson Road)	1.6 km
23.	Chambers Road (Formally Concession 3, West of Hwy 595)	0.35 km
24.	Kershaw Road (Formally No Man's Land)	0.15 km
25.	Harstone Road (Formally P.D. Road)	2.8 km
26.	Luckens Road (Formally O'Connor/Oliver Paipoonge Townline)	2.8 km
27.	Loghrin Road (Formally 1 st Sideroad, North of Hwy 590)	1.2 km
28.	Winslow Road (Formally 1 st Sideroad, South East of Hwy 590)	1.2 km
29.	Cardiff Drive (Formally Tysoski Road)	0.8 km
30.	Mayo Road (Formally O'Connor/Marks Townline)	<u>0.8 km</u>
	TOTAL	67.5 km

Carried

A resolution for endorsement was read from the City of Greater Sudbury with regard to regulation and provision of resources to monitor retirement homes and was filed.

No DSSAB issues were on the agenda. Council would like the Clerk-Treasurer to contact the Municipality of Neebing and ask Councillor Schmidt for a DSSAB report from January.

Correspondence were read as follows:

- a) AMO – Minister Smitherman on Infrastructure and Green Energy Act
 - b) OGRA – Ontario's Cosmetic Pesticides Ban will take effect this spring
 - c) Ministry of Municipal Affairs and Housing regarding Government Expenditure Restraints
 - d) Joe Cressy, Polaris Institute asking for support in encouraging the consumption of tap water over bottled water. Council filed this request.
 - e) AMCTO – Information on Ontario Municipal Accessibility Toolkit
- The balance of the correspondence were passed around the table.

Under Old Business, Council discussed

- a) Stuart Mooney, Ministry of Health - email response from Welby Soarse, Bell Mobility with regard to status of upgrade to the radio sites. There has been a slight delay of two or three weeks for the scheduled installation of equipment. The estimated date of installation is now the end of March or beginning of April.
- b) Ministry of Municipal Affairs and Housing Planning Conference and Data Sensitivity Training update and agenda. There is a registration fee for these workshops. It was

9. Moved by G. Garbutt
Seconded by Bishop Racicot

THAT RESOLUTION #9 OF THE FEBRUARY 23, 2009 COUNCIL MEETING, TO HAVE COUNCIL AND STAFF ATTEND THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING PLANNING CONNECTIONS 2009 TO BE HELD ON MARCH 26, 2009 IN THUNDER BAY BE AMENDED TO ADD REGISTRATION FEE OF \$25.00.

COUNCILLOR GARBUTT AND VEZINA AND CLERK-TREASURER BUOB WILL ATTEND.

Carried

10. Moved by J. Vezina
Seconded by Lee Ann Nygard

THAT RESOLUTION #10 OF THE FEBRUARY 23, 2009 COUNCIL MEETING, TO HAVE COUNCIL AND STAFF ATTEND THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING MNR SENSITIVITY TRAINING TO BE HELD ON MARCH 27, 2009 IN THUNDER BAY BE AMENDED TO ADD REGISTRATION FEE OF \$50.00.

COUNCILLOR GARBUTT AND VEZINA AND CLERK-TREASURER BUOB WILL ATTEND.

Carried

- c) Electrical Survey from the NOMA/Common Voice Northwest Energy Task Force – Electricity questionnaire – Councillor Vezina's draft response was reviewed. Council were in agreement with his answers and the Clerk-Treasurer will submit them to Weiler, Maloney, Nelson.
- d) Jeremiah Gammond's draft images of renderings for municipal office were reviewed. The Clerk-Treasurer will contact Mr. Gammond with some minor comments before the design drawings are completed.

Under New Business, Council discussed

- a) The pump on the tanker has broke down and needs to be replaced. Fire Chief Henry Mattas has acquired quotes for its replacement. It was

- 11. Moved by Lee Ann Nygard
Seconded by J. Vezina

THAT THE QUOTE OF A. J. STONE COMPANY LTD TO SUPPLY A HONDA PUMP 18HP 4" NH SUCTION AT A COST OF \$5,120.00 + TAXES BE ACCEPTED.

Carried

The Clerk-Treasurer will contact Fire Chief Mattas with Council's final decision.

- b) Provincial Offences – 2009 Draft budget and anticipated revenue allocation for 2009 for all municipal partners. The Township of O'Connor's estimated net revenue for 2009 is \$5,610.00.
- c) Lakehead Region Conservation Authority – i) regarding 2009 Levy Request. The Township of O'Connor's levy is \$1,904.42.
ii) Detail related to the 2009 draft budget and levies. It was noted that a request by the Lakehead Region Conversation Authority to appear before Council to discuss a new office building will be made once the applicable documentation is available.
- d) Ministry of Natural Resources – regarding Endangered Species Act half day general awareness presentation to be held in Thunder Bay of March 13, 2009. It was

- 12. Moved by Lee Ann Nygard
Seconded by J. Vezina

THAT THE FOLLOWING PERSON/S ATTEND THE MINISTRY OF NATURAL RESOURCES GENERAL AWARENESS PRESENTATION ABOUT ONTARIO'S NEW ENDANGERED SPECIES ACT 2007 TO BE HELD ON MARCH 13, 2009 IN THUNDER BAY.

COUNCILLOR GARBUTT

Carried

- f) Northwestern Ontario Bio-Economy Corporation Spring Conference – March 12 & 13, 2009 in Red Rock. No one will be available to attend.
- g) Bell Community Sport Fund offer of additional Bell and True Sport Training Bids. It was

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

THAT THE TOWNSHIP OF O'CONNOR APPLY TO THE BELL COMMUNITY SPORT FUND FOR 1 SET OF BELL AND TRUE SPORT TRAINING BIBS, FREE OF CHARGE.

Carried

Under further new business:

Councillor Nygard asked if Council would be willing to waive the hall rental fee for the O'Connor Community Club Teen Dance held on February 13, 2009 due to the low attendance. Council was in agreement to waive the fee for this event.

The Occupational Health and Safety requirements for the township with regard to the fire department were discussed. The Clerk-Treasurer will look into the matter further.

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

- a) A letter from Ken Raabe regarding a request for posting of no discharge of firearms from or alongside of road was discussed. Information from the Municipality of Neening was also read. It was agreed that at this time no signs would be posted. Mr. Raabe will be informed to contact the Ontario Provincial Police if he has any further problems with hunters.
- b) O'Connor Women Institute 100th Anniversary was discussed. The details for the plaque to be presented to the group was discussed. Other details with regard to the anniversary tea were discussed.
- c) Chief Building Official, Certified Energy Manager Training Course information was discussed. The Township of Conmee, while investigating improvements in the energy efficiency of their own municipal buildings has asked Ms. Maki, CBO for the Township's of Conmee, Gillies and O'Connor, to enquire into a certified Energy Manager training course. With this course Ms. Maki will be qualified to do energy audits for the municipalities. These audits are required to apply for funding for several different funding programs currently coming forward from the governments. The course will be held April 20 to 24, 2009 in Toronto. Estimated costs for the course, travel and accommodations as presented by Karen Caren, Clerk-Treasurer Township of Gillies were reviewed. If the three Municipalities were in agreement the expenses could be divided amongst them. With the costs shared with each municipality it is cheaper to pay for this training then to have someone else come in and do this audit. Council discussed their concerns with this training and it was

14. Moved by Lee Ann Nygard
Seconded by G. Garbutt

BE IT RESOLVED THAT THE TOWNSHIP OF O'CONNOR PAY 1/3 OF THE DIRECT COSTS, TO BE SHARED WITH THE TOWNSHIPS OF CONMEE AND GILLIES, FOR THE CHIEF BUILDING OFFICIAL TO BECOME TRAINED AS A CERTIFIED ENERGY MANAGER.

Carried

The Clerk-Treasurer will discuss the issue with the other two municipalities for their decisions.

- d) Ministry of Health CACC contract regarding the maintenance agreement with other fire departments. A concern was brought forward by a Councillor from another municipality at the Thunder Bay District Municipal League meeting with regard to the agreement for maintenance. Their concern was which fire department is responsible for the cost of maintenance or how will it be covered if there is no agreement amongst the Fire Departments. Council discussed the matter and understood that these costs would be covered under the maintenance fee in the agreement. Fire Chief Mattas will be contacted for confirmation.
- e) As per a presentation by Allan McKitrick at the Thunder Bay District Municipal League meeting, the appointing of a closed meeting investigator for the Township of O'Connor was discussed. The Clerk-Treasurer will contact the City of Thunder Bay to get more information on who they appointed and costs associated with the appointment.
- f) AMCTO – Developing Effective RFPs to be held in Thunder Bay April 2, 2009. It was decided that no one will attend this workshop.
- g) Minister Responsible for Seniors – 2009 Senior of the Year Award. No request will be made at this time.

15. Moved by G. Garbutt
Seconded by Lee Ann Nygard

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, MARCH 23, 2009 AT 7:00 P.M.
TIME BEING: 10:30 P.M.**

Carried

Mayor

Clerk-Treasurer