

TOWNSHIP OF O'CONNOR – MINUTES – MAY 22, 2013

Minutes of the meeting held on Monday, May 22, 2013 at 7 p.m. in the Council chambers.

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

Visitors: Deputy Clerk-Treasurer Racicot
Leadhand Kelly Johnson

Absent: Councillor Racicot

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

Disclosure of pecuniary interest and general nature thereof: none

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

THAT THE MINUTES FROM THE FIRE DEPARTMENT BUDGET MEETING AND THE COUNCIL MEETING HELD ON MONDAY, APRIL 22, 2013 AND THE BUDGET MEETING HELD ON MAY 7, 2013 BE ACCEPTED AS PRINTED.

Carried

The visitors were asked if they would like to address Council and they replied no.

Mr. Johnson, Leadhand was welcomed to the table. The monthly Road Department report for April was read. Roadwork in general was discussed. The Road crew is waiting for the final budget to be passed to start on the upcoming road projects, the weather has been a setback but they will be starting grading soon, the recent rainfall washed out a portion of Blaikie road and gravel had to be hauled in to repair. The Township 4 x 4 truck was taken to garage today for some mechanical problems.

A date for a Township inspection was discussed and it was

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

THAT THE FOLLOWING DATE BE SET FOR A TOWNSHIP INSPECTION JUNE 28, 2013 AT 8:30 A.M.

Carried

A letter from Chantal Alkins with regarding to speeding vehicles on the Harstone Road was read. Council would like to discuss this matter further with Ms. Alkins in person and would like the Clerk-Treasurer to contact her and arrange for her to attend an upcoming Council meeting. In the meantime the Clerk-Treasurer will also contact the Ontario Provincial Police and request that they patrol this area more frequently.

The Roads and Administration Voucher for April 30, 2013 was reviewed and it was

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

THAT THE ADMINISTRATION AND ROADS VOUCHER FOR APRIL 30, 2013 TOTTALLING \$91,732.06 BE APPROVED AND PAID.

Carried

The Statement of Revenue and Expenditures to April 30, 2013 were reviewed.

The Township of O'Connor 2013 Draft Budget #2 was presented to Council. The Clerk-Treasurer explained the changes made since the last budget meeting. To remain at the 3.25% increase in tax rate as was recommended at the budget meeting an additional \$2,100.00 will need to be cut or revenue increased. Line items were discussed. Fire

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Chief Mattas did purchase four sets of turnout gear and Council agreed to pull an additional \$1,000 from the Turnout Gear reserve to cover this additional cost. The Clerk-Treasurer reported that Sani Gear also have an additional ten suits available at the reduced price if Council were interested in purchasing more. It was suggested that Council waive their mileage for one of the upcoming fall Conferences to be held in Thunder Bay. This will be discussed further at the next meeting. Mayor Nelson also noted that one of his Association of Municipalities of Ontario (AMO) meetings has been cancelled this month so his honourarium for this line item can be lowered. It was noted that currently in the budget the Clerk-Treasurer has included Canada Summer Jobs funding and at this point the Township's application has not been approved. The Clerk-Treasurer also noted that an application to YES employment has been submitted. This program covers a student for 6 weeks at 35 hours per week, however they choose the student. The Clerk-Treasurer did notify six youth in the Township who are within the right age category and asked them if they were interested in the summer job with the Township to go in and register with YES. Council agreed that if this application is successful they will cover the additional one hour per day and the extra week to allow the student to work seven weeks at forty hours per week. The line items were adjusted as required and the budget was balanced. The Tax Rate By-law will be passed at the next meeting.

Deputy Clerk-Treasurer Racicot left the meeting at 8:10 p.m.

Mayor Nelson requested that Mr. Johnson contact him directly during an emergency situation such as the recent flood. The Clerk-Treasurer did contact Mayor Nelson but he would like to hear directly from Mr. Johnson.

Mr. Johnson was thanked for attending and also left the meeting.

Council discussed the current turnout gear situation and requested that the Clerk-Treasurer ask the Fire Chief to prepare a report for the next meeting showing who currently has what gear and the frequency of the members attending calls and meetings for the Fire Department.

The Tax Ratio By-law was discussed and it was

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

THAT BY-LAW NUMBER 2013-12 BEING A BY-LAW TO ESTABLISH THE TAX RATIOS FOR THE YEAR 2013 BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

Resolutions for endorsement were read as follows:

- a) The Corporation of Loyalist Township – regarding local authority and local control of development was filed.
- b) Executive Correspondence Officer, Office of the Prime Minister – reply letter to resolution regarding a rural infrastructure fund.
- c) Osisko – thank you letter for support for their project.
- d) The Premier of Ontario – Thank you letter for Council's resolution regarding energy programs.

Thunder Bay District Social Services Administration Board (TBDSSAB) issues were discussed as follows:

- a) Area One - Request for Proposal (RFP) for a social services delivery model. The information with regard to this (RFP) has been posted on the Township website. All inquiries with regard to this RFP must go through Ms. Gail Lawrence, RFP Coordinator and documents can only be retrieved from the MERX website.

In order for the successful applicant to prepare the report the TBDSSAB will have to supply the individual municipalities with data on their client numbers and services provided. If it is not supplied as requested, the Township can request this information through the Municipal Freedom of Information and Protection of Privacy Act. It was

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

BE IT RESOLVED THAT THE TOWNSHIP OF O'CONNOR HEREBY MAKES A REQUEST UNDER THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT TO THE THUNDER BAY DISTRICT SOCIAL SERVICES ADMINISTRATION BOARD (TBDSSAB) FOR THE FOLLOWING STATISTICAL INFORMATION (1) THE TOTAL NUMBER OF RESIDENTS OF THE TOWNSHIP OF O'CONNOR WHO ARE CURRENTLY CLIENTS OF THE TBDSSAB; (2) A BREAKDOWN OF THAT NUMBER INTO CLIENTS CONSIDERED AS SINGLE, MARRIED, AND MARRIED WITH CHILDREN, INCLUDING THE NUMBER OF CHILDREN; AND (3) A LIST OF SPECIFIC SERVICES PROVIDED TO RESIDENTS OF THE TOWNSHIP OF O'CONNOR.

Carried

- b) A copy of the invoice for the development of the Request for Proposal from Gail Lawrence of Equity & More was reviewed. The Township of O'Connor's share of this work is \$105.12.

Correspondence were read as follows:

- a) Councillor Loan – Community Policing Advisory Committee (CPAC) Quarterly Meeting April 24, 2013 report. Councillor Loan reported on the meeting and the presentation made to the members entitled “Review of Civilian Governance of OPP Municipal Policing”. With regard to the fact that there is no training for these committee members to meet on Community/Policing Issues under Section 15 brought up the question of Privacy issues and knowledge of the Police Services Act. The committee has requested initial training that might be deemed beneficial to members. Council suggested that the CPAC members sign a Memorandum of Understanding which would swear them to secrecy. Councillor Loan will bring this up at the next meeting of the Committee.
- b) Superior North EMS – 1st Quarter Levy of 2013. It was noted that this amount will be reconciled to the 2013 Weighted Assessment when they are determined which could result in an increase or decrease to the total levy. Further adjustments may also result from wage increases and contract settlement.
- c) Common Voice Northwest – Energy Task Force Meetings May 2 & 3, 2013 report. Councillor Vezina also gave a brief report on these meetings.
- d) Court Services Ontario – 2013 POA Budget and levy. These are only anticipated Court Services revenue for 2013 for budget purposes only.
- e) Ontario Provincial Police (OPP) – i) Thunder Bay OPP May Newsletter. Council would like the information on the local OPP history highlights in an upcoming issue of the Township's newsletter “the Cornerstone”.
ii) Letter regarding the Framework Agreement and salary increases for the OPP in 2014 as a result of the 2010 Public Sector Compensation Framework Agreement.
- f) Association of Municipalities of Ontario (AMO) – i) OPP Begins Municipal Consultations on Billing Reform and other updates.
ii) Watch File – April 25, 2013.
iii) Watch File – May 2, 2013.
iv) Watch File – May 9, 2013.
v) Breaking News – Ontario Government responds to Infrastructure needs for small, rural and northern Municipalities. The Ontario Government plans to create a fund of \$100 million for 2013 – 2014 to assist small, rural and northern municipal governments build their roads, bridges and critical infrastructure. Mayor Nelson reported that he will be on the AMO Task Force to find out more information on the Governments platform to distribute this funding.
vi) Municipal Employer Pension Centre of Ontario (MEPCO) – OMERS Update: April 26, 2013.
vii) Breaking News – 2013 Provincial Budget Released.
viii) Ontario Government Announces Mandatory Sprinklers in Vulnerable Occupancies.
- g) Ontario Good Roads Association (OGRA) – Ontario Announces Plan for New Infrastructure Fund.
- h) Municipal Finance Officers' Association of Ontario (MFOA) – 2013 – 2014 Provincial Budget May 2, 2013.
- i) Grant Thornton – 2013 Ontario budget.

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- j) Northwestern Ontario Municipal Association (NOMA) – announces new Executive Director – Kristen Oliver. Ms. Oliver took over in this position on May 6, 2013.
- k) Municipal Property Assessment Corporation – 2012 Annual Report and Financial Statements.

Under Old Business, Council discussed

- a) Ministry of Northern Development and Mines Summer Jobs Service Program – application approval. The Township of O'Connor was successful in receiving assistance of \$2.00 per hour for an office assistant and a labourer.
- b) Letter from Autism Ontario – Thank you for recognizing World Autism Awareness Day. The Township did have a flag raising event on April 2, 2013 and hung the flag for the month of April at the O'Connor Community Centre.
- c) Ministry of Community Safety and Correctional Services – i) Letter dated April 19, 2013 regarding the delay in the delivery of the Review Report of the Fire Protection Services in the Townships of Conmee, Gillies and O'Connor from the proposed date of April 15, 2013.
ii) Office of the Fire Marshal (OFM) Review Report of Fire Protection Services in the Township of Conmee, Gillies and O'Connor dated April 24, 2013. The review was briefly discussed. The OFM report outlines 29 recommendations for action by the three municipalities. In the report it states that the Township of O'Connor does not have a By-law appointing the Fire Chief but the Clerk-Treasurer verified that there is one.
- d) An Administrative Report prepared by Rosalie Evans, Acting Deputy Clerk for the Township of Gillies to the Gillies Council with regarding the Review of Fire Protection Services was read. In the report Ms. Evans is recommending the Clerk's and Fire Chief's review the report together and create a go forward action plan. It was

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

BE IT RESOLVED THAT, SUBJECT TO THE PASSAGE OF SIMILARLY WORDED RESOLUTIONS BY THE COUNCILS OF CONMEE AND GILLIES, THE CLERK-TREASURER OR DEPUTY CLERK-TREASURER WORK WITH THE FIRE CHIEF, TOGETHER WITH THE CLERK-TREASURER OF CONMEE AND ACTING DEPUTY CLERK OF GILLIES AND THEIR FIRE CHIEFS TO REVIEW THE 29 RECOMMENDATIONS IN THE FIRE MARSHAL'S REVIEW REPORT, AND CREATE A "GO FORWARD" ACTION PLAN FOR ACTIVITIES, TIMELINES AND COSTS TO IMPLEMENT THE RECOMMENDATIONS, AND REPORT BACK TO COUNCIL ON THE OUTCOME AS SOON AS REASONABLY PRACTICABLE.

Carried

- e) Community Centre Renovations – i) The Clerk-Treasurer reported that she has spoken with Mr. Alan Cooke, Chief Building Official with regard to the renovations to the Community Centre. He would be willing to do up some drawings for the construction changes required. It was agreed that Mr. Cooke could work with Councillor Vezina and draft up drawings, which will then be brought forward to Council for approval. Construction for the Accessibility portion of the renovations and any upstairs work will wait until the fall due to the hall rentals already booked up to September.

Councillor Garbutt left the meeting at 9:20 p.m.

- ii) The quotes received for a propane range and deep fryer, along with a kitchen exhaust hood and make-up air unit were reviewed. The basement kitchen renovations were also discussed. New lighting will be required due to the location of the current lights and the new exhaust fan. It was

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

THAT THE QUOTE OF RUGGED AIR SYSTEMS LIMITED TO SUPPLY AND INSTALL, A NOMINAL 90" TYPE 1 KITCHEN EXHAUST HOOD C/W/EXHAUST FAN AND PROPANE FIRED MAKE-UP AIR UNIT SIZED TO SUIT THE RANGE/GRILL/OVEN AND A GAS FRYER AT A COST OF \$21,210.00 + HST BE ACCEPTED.

Carried

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

THAT THE QUOTE OF RUSSELL FOOD EQUIPMENT TO SUPPLY A GAS RANGE AND GAS FRYER AT A COST OF \$8,192 + HST BE ACCEPTED.

Carried

A summary of the expenses of the kitchen renovations to date was presented to Council. This includes the exhaust hood and make-up air, purchase and installation including the wet chemical fire suppression system based on a 2012 quotation, new pricing will still have to be obtained, the purchase of the new equipment, and fabrication of inserts for the current kitchen sinks. There will also be an electrical upgrade required which is unknown at this time. The upstairs kitchen dishwasher and cooler purchases were discussed. It was agreed that a grease interceptor should be installed for the dishwasher. These items will be discussed further at a later date.

Under New Business, Council discussed

- a) Association of Managers, Clerks and Treasurers of Ontario (AMCTO) – regarding Oaths and Affidavits: Make Swearing Legal – webinar May 15. The Clerk-Treasurer and Deputy Clerk-Treasurer took part in this webinar.
- b) NorWest Community Health Centres – requesting permission to install storage cabinets and modular office partitions in the Community Centre. Staff from Norwest will be coming out on Thursday, May 23 to check on the centre and meet with Mr. Chessell, Custodian and Clerk-Treasurer Buob to ensure there is room for these items. Council decided to wait until the staff have agreed that there is room and if so will pass a resolution at the next meeting.
- c) Thunder Bay Area Emergency Measures Organization –The annual executive meeting was cancelled on April 25, 2013 as there was no quorum. It will be rescheduled for the fall. The 2013 levy invoice was also presented and is the same amount as last year.
- d) Ministry of Northern Development and Mines – regarding Northern Ontario Heritage Fund Corporation (NOHFC) – new initiative under its Infrastructure and Community Development Program. This funding requires partnerships.
- e) City of Brampton – regarding Veterans Affairs Canada – Hire a Veteran Program.

Issues brought forward or letters received after agenda was mailed

- a) Thunder Bay Police Service regarding Contract for 911 Answering Service.

For information purposes no building permits were approved.

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

THAT THE COUNCIL MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, MAY 27, 2013 AT 7:00 P.M.

TIME BEING: 9:41 P.M.

Carried

Mayor

Clerk-Treasurer