

TOWNSHIP OF O'CONNOR – MINUTES – NOVEMBER 25, 2013

Minutes of the meeting held on November 25, 2013 at 7 p.m. in the Council chambers.

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

Visitors: Fire Chief Henry Mattas
Hannah Neudorf, Dog Control Officer

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 14 e) as his spouse is an employee of the Township.

1. Moved by G. Garbutt
Seconded by Bishop Racicot

**THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON MONDAY,
NOVEMBER 11, 2013 BE ACCEPTED AS PRINTED.**

Carried

Ms. Hannah Neudorf was asked if she wished to address Council on any matters other than what she was scheduled for on the agenda and she replied no.

Ms. Neudorf, the Township of O'Connor's new Dog Control Officer, was welcomed to the table. Introductions were made. Council explained why they have asked her to attend the meeting and the job description for the position was reviewed. Council informed Ms. Neudorf if she ever comes across a vicious dog or an abusive resident to walk away and contact the Ontario Provincial Police for assistance with the situation. Council suggested that she only provide one contact phone number, either her cell or her home and informed her that she does not have to respond 24/7. It was recommended that a high visibility safety vest with the Township's name on it be purchased for her to wear while on calls. Council asked if she would be interested in also working for the surrounding municipalities as they are also looking for someone and she replied that she would be. This would be a totally separate position, directly with the other municipalities and not associated with the Township of O'Connor. Ms. Neudorf will meet with Ms. Loan and Clerk-Treasurer Buob to go over the position and transfer any current information this week. Council thanked Ms. Neudorf for attending the meeting and taking on the position and she left the meeting.

Fire Chief Mattas was welcomed to the meeting. The Fire Department report was read. There were three first response calls and one mutual aid call since the last report. Only one of these calls had anyone from our First Response team attend. Fire Chief Mattas also reported on the recent work completed on the fire vehicles.

Fire Chief Mattas confirmed that he has spoken with Dennis Delyea and he will be officially leaving the fire department in January as he is moving out of the area. A new member, Dylan Laughton, has joined the team and will be on probation as per the department's policy.

Council was informed that the Fire Department members entered the First Response vehicle in the recent Santa Claus parade in Thunder Bay again this year.

The draft regulation under the Fire Prevention and Protection Act regarding inspection of all buildings upon receipt of fire safety complaint was briefly discussed. The Fire Chief currently does do inspections upon complaint.

A Fire Marshal's communique with regard to training strategy to enhance fire safety in occupancies housing vulnerable Ontarians was read. The Clerk-Treasurer will clarify what the course is and who should attend. She will also clarify if the Community Centre would be considered a care and treatment occupancy building because of the Norwest Community Health using it. Council would like Fire Chief Mattas to do an inspection on the Township buildings in the spring and fall and to write up a report for Council.

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A Health & Safety Ontario – Networking and Knowledge Exchange session notice with regard to Emergency Planning: Are you Ready? was read and it was agreed that no one will attend.

Council asked Fire Chief Mattas about line items on his budget and the SCBA inspections which were budgeted and still not completed. Fire Chief Mattas informed Council that his contact to have the work done did not attend that Fire Con this year. Council would like him to check with the City of Thunder Bay to see if they would be able to do them. SPI will do the inspections but they will have to be shipped away and it is estimated that they will be gone for a week. Council would like a report back on this matter at the next meeting.

Council also asked about repairs to the fire hall sink. The tap was broken off during the recent BBQ event held there and the drain has been dripping for some time. Fire Chief Mattas reported that he doesn't have anyone on the team who could do it. Council asked the Clerk-Treasurer to ask Mr. Johnson, Leadhand, to see if he might be able to fix it and if not to ask the plumber who will be installing the dishwasher in the community centre to look at this as well.

Fire Chief Mattas was thanked for attending and he left the building.

A by-law for the appointment of the Dog Control Officer was reviewed and it was

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

THAT BY-LAW NUMBER 2013-20 BEING A BY-LAW TO APPOINT A DOG CONTROL OFFICER FOR THE TOWNSHIP OF O'CONNOR BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

Consent application 1B/23/13 for a lot addition was reviewed and it was

3. Moved by Bishop Racicot
Seconded by G. Garbutt

THAT THE CONSENT APPLICATION 1B/23/13 FOR LESLIE SCHEUERMAN FOR THE PROPERTY DESCRIBED AS CON 4 N ½ OF N ½ LOT 6 FOR A LOT ADDITION OF 16.518 HECTARES BE APPROVED.

Carried

Resolutions for endorsement were read as follows:

- a) City of Thunder Bay – regarding the Spring Bear Hunt. As Council had already endorsed a similar resolution on this matter the resolution was filed.
- b) Premier, Kathleen Wynne – Thank you letter regarding Council's endorsed resolution with regard to spring bear hunt.

DSSAB issues were discussed as follows:

- a) Thunder Bay DSSAB – draft 2014 budget update. The draft budget has gone to its Board members for review and will be discussed at the board meeting on November 28th and approval of the budget is scheduled for the December 12th meeting.
- b) Councillor Vezina reported on the meeting held in Toronto on Monday, November 18 with the Minister of Community and Social Services, Ted McMeekin, Bill Mauro, MPP and Michael Gravelle, MPP, Minister of Northern Development and Mines and the representatives from each of the Area 1 municipalities. The meeting was to present the Area 1 Municipalities' Social Services Delivery Model report to the Minister and explain the current situation with the Thunder Bay District Social Services Administration Board (TBDSSAB). Mayor Holland from the Township of Conmee, as the current TBDSSAB representative, made the presentation to the Minister. The Minister was familiar with the complainant from previous meetings with area representatives. It was noted that what the Area 1 representatives are requesting does exist in other areas and it is a regulation change, not a legislative change. The Minister agreed to have his staff read the report and he will get back to the group on the matter before Christmas.

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Correspondence was read as follows:

- a) Ministry of Finance – i) regarding the 2014 Ontario Municipal Partnership Fund (OMPF) allocation. The Township of O'Connor's 2014 allocation will drop by \$25,400 from 2013.
 - ii) NOMA – OMPF Comparisons for other Northern Municipalities.
- b) Ministry of Municipal Affairs and Housing - 2012 Yearend Financial Indicator Review for the Township of O'Connor. There were no indicators that exceed the provincially established thresholds.
- c) Ontario Provincial Police – regarding the updated municipal policing Cost-Recovery Formula. The updated formula will be effective January 1, 2014.
- d) Association of Municipalities of Ontario – i) Watch File – November 14, 2013
 - ii) Watch File – November 21, 2013
 - iii) 2014 OMPF Allocations Announced
 - iv) Latest on Need to Improve Interest Arbitration
 - v) AMO – regarding Blue Box Program. The Municipal Industry Program Committee (MIPC) negotiations are at an impasse and Waste Diversion Ontario (WDO) has directed AMO to go through arbitration to determine the 2014 Steward Obligation. It was noted that the unanticipated legal and arbitration fees for the municipal Blue Box sector will need to be recovered from the municipal share of the final 2014 Steward Obligation.
- e) Ontario Good Roads Association Conference 2014 – i) regarding Ministers' and Parliamentary Assistants' Delegations. Mayor Nelson reported that he will be attending the Conference as past President of the Northwestern Ontario Municipal Association (NOMA) to meet with the Ministers only. NOMA will cover the expenses of flight and room if required.
 - ii) additional conference information

Under Old Business, Council discussed

- a) Township of Gillies – response letter regarding shared services and Council meeting space.
 - b) Thunder Bay District Municipal League – Spring Conference and Annual Meeting 2014 – dates have been set and the conference will be held in Schreiber on March 21 and 22, 2014.
 - c) Acceptance of the Asset Management Plan. The Clerk-Treasurer reported that at a recent meeting with the Ministry of Municipal Affairs and Housing it was noted that the Council have to formally approve the Township's Asset Management Plan. It was
4. Moved by G. Garbutt
Seconded by Bishop Racicot

BE IT RESOLVED THAT COUNCIL ADOPT THE ASSET MANAGEMENT PLAN AS PREPARED BY GENIVAR AND DATED OCTOBER 28, 2013 FOR THE TOWNSHIP OF O'CONNOR AS PER THE MUNICIPAL INFRASTRUCTURE INVESTMENT INITIATIVE (MIII) ASSET MANAGEMENT PROGRAM CONTRIBUTION AGREEMENT.

Carried

The Ministry staff are confirming with senior management that this is all that is required.

- d) A draft Request for Quote (RFQ) for the construction drawings for the Barrier Free Renovations in the O'Connor Community Centre was reviewed and discussed. Minor changes were made and the Clerk-Treasurer will send them out as soon as possible to have them returned to the Township office on December 16, 2013. A site visit for the project will be held on December 4, 2013 at 9:30 a.m. It was agreed that the Township will purchase the lift directly and the Clerk-Treasurer will contact the supplier and ask for it to be in Thunder Bay for mid-February.

Under New Business, Council discussed

- a) Ministry of Natural Resources – regarding the two-year proposed pilot project including a limited early hunting season with regard to bears. The pilot area does include the Township of O'Connor. Mayor Nelson reported that the Northwestern Ontario Municipal Association (NOMA) is currently working on preparing a resolution. Council agreed to defer this item until more information is received from NOMA.

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- b) Township of Gillies – regarding AODA integrated accessibility standards training requirements and the purchase of training materials. Council would like the Clerk-Treasurer to contact the City of Thunder Bay and the Municipality Oliver Paipooonge to see if they would be willing to do group training similar to what was offered to the surrounding municipalities on previous AODA training prior to making a purchase.
- c) Hall Rental fees – Council discussed the kitchen rental rate. The rental rates from the surrounding municipalities were also reviewed. Due to the expenses associated with the use of the air exchange unit and the heating of the air in the winter months it was agreed that the rate for summer kitchen rentals would remain the same and the winter rentals, due to the extra propane used to heat the air be raised to \$50.00. These rates will be reviewed again after the kitchen has been used a few times to ensure this rate is covering the expense. Council would also like to see the O'Connor Free Methodist Church and the O'Connor Conmee Baptist Church added to the list of non-profit groups who may use the hall at no charge. The By-law for these changes will be brought forward and amended at the next meeting.
- d) Ministry of Citizenship and Immigration regarding the 2014 Volunteer Service Awards. It was suggested that two names be put forward. The Clerk-Treasurer will look into this further to ensure that they are eligible.

Councillor Racicot left the room.

- e) The office closures for the Christmas holidays were discussed and it was

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

BE IT RESOLVED THAT THE MUNICIPAL OFFICE BE CLOSED DECEMBER 24, 2013 UNTIL JANUARY 2ND, 2014 DURING THE CHRISTMAS HOLIDAYS. NOTICE OF THE CLOSURE WILL BE IN THE CORNERSTONE.

Carried

Councillor Racicot returned to the meeting.

Under further new business Mayor Nelson reported that he will be attending the preliminary meeting of the Northern Summit in Timmins, Ontario on December 5 and 6th with other members of Northwestern Ontario Municipal Association (NOMA).

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

- a) Ontario Power Authority (OPA) regarding the Regional Planning process. This process will engage regional stakeholders. NOMA will be attending an open house with the OPA, the Premier and other political parties on November 26th.
- b) Ministry of Northern Development and Mines – Launch of New Northern Ontario Heritage Fund Programs. The Clerk-Treasurer reported that through this program there is a Northern Ontario Internship Program in which the Township of Gillies has previously participated in and they found it very helpful. Council asked the Clerk-Treasurer to look further into this program to see how much it would cost the Township for an intern, what type of work is eligible and if reasonable, an application could be submitted with final decision as to whether or not to hire being made during budget deliberation.
- c) The final O'Connor Day revenue and expenditure report was reviewed. The event this year did have a profit and as per previous discussions and advertising if there was a profit it would be put towards the Community Centre renovations. It was

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

BE IT RESOLVED THAT THE PROFIT FROM O'CONNOR DAY 2013 IN THE AMOUNT OF 3,000.00 BE TRANSFERRED TO THE O'CONNOR COMMUNITY CENTRE RENOVATION ACCOUNT.

Carried

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- d) Association of Municipal Managers Clerks and Treasurers of Ontario (AMCTO) with regard to host municipalities for the 2014-2015 Ontario Municipal Management Internship Program was discussed. No application will be submitted at this time.
7. Moved by Bishop Racicot
Seconded by J. Vezina

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD
ON MONDAY, DECEMBER 2, 2013 AT 7:00 P.M.**

Carried

Mayor

Clerk-Treasurer