

TOWNSHIP OF O'CONNOR – MINUTES – OCTOBER 28, 2013

Minutes of the meeting held on Monday, October 28, 2013 at 7 p.m. in the Council chambers.

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

Visitors: Leadhand Kelly Johnson
Fire Chief Henry Mattas, Deputy Fire Chief Ian Hamilton
Philip Clark, Amanda Krueger, Chris Wozniak – Genivar Inc.
Mervi Henttonen and Bill Bartley, Lakehead Region Conservation Authority arrived at 7:10 p.m.

Absent: Councillor Loan and 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 G. Garbutt
Seconded by J. Vezina

THAT THE MINUTES FROM THE COUNCIL MEETING HELD ON THURSDAY, OCTOBER 10, 2013 BE ACCEPTED AS PRINTED.

Carried

Visitors were asked if they wished to address Council and they replied no.

The Genivar Inc. representatives, Amanda Krueger, Philip Clark and Chris Wozniak were welcomed to the meeting and introductions were made. Ms. Krueger presented to Council the highlights of the Township of O'Connor's Asset Management Plan. The plan will assist with maintaining, renewing, replacing and funding of the Township's assets. The assets included in the plan are 10 bridges/large structural culverts, approximately 140 lane km of roadway, 247 culverts, 7 buildings, 1 helipad, 5 pieces of equipment and 7 vehicles. Ms. Krueger informed Council that most of the Township's assets are in fair to good condition with a few exceptions which have been identified in the plan. It was noted that the Township did provide some of the information to Genivar Inc. to work with, including the minor culvert information and road inspection information. The Township's summer student also entered the data into the Municipal DataWorks system. Hardcopies were made available for each department. Additional binders of inspection forms and photos were also made available for backup to their findings.

Council invited Mr. Johnson, Leadhand to the table. Mr. Johnson noted that the department will be conducting an updated inspection on the minor culverts in 2014.

Council asked questions with regard to the report and they were answered by the Genivar Inc. representatives or Township staff. It was noted that Council does do an annual Township inspection and is aware of the work that is being completed on the roads, vehicles and buildings. Genivar complimented the Township on being proactive with the assets. It was noted that the Annex building is currently in poor condition, it was however noted that if the rear addition was removed and some other minor renovations made to it the life expectancy could be extended. Council noted that the building, even though not designated, has historical significance to the Township as it was the community hall and later the fire hall.

Ms. Kreuger informed Council that they will send a copy of the plan in a word format so staff can keep the information up to date and make it a living document. It was noted that if the document is changed however the Genivar Inc. name will have to be removed.

Council complemented the Genivar staff for their work on the Township's plan and thanked them for attending and they left the meeting.

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Fire Chief Henry Mattas and Deputy Fire Chief Ian Hamilton were welcomed to the meeting. The Fire Department report was read. There was one First Response call between September 19, 2013 and October 23, 2013. It was noted that two members have resigned from the Department. It was also noted that both Fire Chief Mattas and Deputy Fire Chief Hamilton attended the Community Emergency Management Coordinator's (CEMC) meeting held on October 23, 2013.

Under Fire Department issues it was noted that there is no issue with a member's fire suit as was previously discussed. There is still an issue with recruitment of new members to the team. Council asked Fire Chief Mattas about his budget. Deputy Clerk-Treasurer Racicot will be updating his information and forwarding it to him for review.

A report from the Central Ambulance Communication Centre (CACC) with the rural fire billing for O'Connor as well as the stats for 2013 for both medical and fire calls to September 30 were reviewed. To date there have been 12 medical calls and 6 fire calls for the Township in 2013.

A letter from Ornge, the operator of the air ambulance operations, was read. They have not been doing night landings at a number of helipad known as "Black Hole Sites" since June of this year. This included the Township of O'Connor's site. After a trial at three high volume helipads, in the interest of the crew and patient safety it has been decided that all helipads in Ontario that are currently outfitted with retro-reflective cones, will have a solar lighting system installed. They are asking for support for the installation of these lights to have them all installed in a timely fashion. Mr. Johnson, Leadhand, agreed to assist them with the installation at the O'Connor helipad.

Fire Chief Mattas reported that the Ministry of Health has removed their equipment off of the tower at the fire hall however he has not heard any more about the sale of the tower to the Township.

The Clerk-Treasurer reported to the Fire Department that the Asset Management Plan supporting documents will be available in the office and copies could be made of anything they would like after they review the plan.

Council thanked Fire Chief Mattas and Deputy Fire Chief Hamilton for attending and they left the meeting.

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

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

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

CK#11811	HYDRO ONE	\$ 535.80
CK#11812	HYDRO ONE (DISPOSAL SITE)	45.17
CK#11813	THUNDER BAY DISTRICT MUNICIPAL LEAGUE	475.00
CK#11815	FIRE SAFETY CANADA	236.17
CK#11816	K. JOHNSON (MEDICAL/DENTAL)	25.00
CK#11817	LOCAL AUTHORITY SERVICES	7,938.04
CK#11818	GENIVAR	4,236.31
CK#11819	SUN LIFE ASSURANCE COMPANY OF CANADA	893.41
CK#11820	FISHER'S REGALIA	59.89
CK#11821	HEINZ KRAMER (CEMETERY GATE REPAIR)	400.00
		<u>\$14,844.79</u>

Carried

Time being 8 p.m. Ms. Mervi Henttonen, General Manager/Secretary-Treasurer and Mr. Bill Bartley, Chair of the Lakehead Region Conservation Authority (LRCA) were welcomed to the table. A presentation was made to Council relating to the draft 2014 budget. It was noted that there are 8 member municipalities in the Conservation Authorities jurisdiction with a board of 11 governing their affairs. Programs undertaken

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by the LRCA fall within a mandate detailed in the Conservation Authorities Act, with funds from municipal sources, the Province of Ontario, at times the Federal Government, partnerships and through self-generation which is limited. The municipality's levy is based on Current Value Assessment (CVA) which fluctuates annually. The Township of O'Connor's CVA for 2014 is slightly lower than in 2013. This will result in a slight decrease in the draft levy.

In 2017 the Ministry of Natural Resources has proposed an imagery acquisition project for Northern Ontario. This will present an opportunity to acquire high resolution imagery data for the LRCA area of jurisdiction. A sample of the imagery was presented to Council. The Province covers 50% of the cost and the rest is allocated amongst the local partners. The Township's estimated cost in 2013 costs is approximately \$87.00.

Ms. Henttonen also reported that during 2013, a watershed report card will be published based on available data within our area of jurisdiction which covers 2,718 square kilometres. This will report on the overall health of the watershed.

The Source Water Protection Program's current agreement with the LRCA expires March 31, 2014. Even though there are only two municipal drinking water systems in the (LRCA) jurisdiction all municipalities benefitted from this program. Equipment, such as printers, software and GIS equipment which was purchased for the program will remain in their office. The opportunity for Municipalities to have printed banners or posters is available through their office.

The land management budget includes Conservation Areas maintenance. This includes the Township of O'Connor's Cedar Falls area. New steps were installed in this area in 2012.

The LRCA will be celebrating their 60th Anniversary in 2014 will special events planned. Council will be invited to attend. Also as part of the anniversary a new website will be launched along with a new donor program and signage.

The 5-year Implementation Plan for improving the existing office building and the Stewardship Programs will continue.

In future years there are several construction projects required; including the replacement of a wood structure outdoor washroom at Hazelwood Lake Conservation Authority and major maintenance to the boat launch ramps at Silver Harbour and Little Trout Bay Conservation Areas. A Capital Asset Management plan for the Conservation Authority will be developed during 2014.

The LRCA will be submitting an application for an intern position to do a master plan review for the Conservation Areas. The funds would come from the Land Management allocation for staffing.

The Authority is also providing, on a fee for service basis, GIS mapping. Their office would create and update the maps for the Municipalities with information provided. These maps can be used for the Official Plan and Zoning maps or any other planning matters. The LRCA will be inviting member municipalities to attend a session later in 2014 to showcase these services. Council asked what the next steps would be if Council was interested in getting a quote to have our mapping developed. Clerk-Treasurer Buob will contact their office to discuss this option further.

Council was thanked by Chair Bartley for supporting the Municipality of Oliver Paipoonge's resolution with regard to the Watershed Management Futures of Ontario – Conservation Ontario Whitepaper.

Council thanked Ms. Henttonen and Mr. Bartley for attending and they left the meeting. Mr. Johnson, Leadhand also left the meeting.

By-laws and Policies were reviewed as follows:

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As the Township has made arrangements for tire collection with Trillium Tire and have registered to be a tire collector with the Ontario Tire Stewardship, the Township cannot charge for the disposal of tires, By-law number 2007-15 was reviewed and it was

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

THAT BY-LAW NUMBER 2013-19 BEING A BY-LAW TO RESCIND BY-LAW NUMBER 2007-15 BE PASSED AND ENTERED IN THE BY-LAW BOOK.

Carried

The Policy for the Disposal Site was also reviewed. Trillium Tire will collect tires and household items including refrigerators and freezers, without the Freon removed, as they have technicians who are ODP Certified to drain refrigerants. Trillium Tire will pay the Township for these items and the resident's fee to dispose of these items will be removed. It was

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

THAT THE FOLLOWING AMENDMENTS BE MADE TO THE POLICY FOR THE DISPOSAL SITE:

UNDER THE HEADING "SEGREGATED ITEMS" THE PARAGRAPH REGARDING OLD APPLIANCES, REFRIGERATORS/FREEZER, TIRES AND PRICING OF TIRE DISPOSAL SHALL BE REMOVED.

THE HEADING "SEGREGATED ITEMS" SHALL NOW READ AS FOLLOWS: TO BE PLACE WHERE INDICATED BY SIGNAGE AND THE CARETAKER. CLEAN WOOD (FOR BURNING), SCRAP METAL, OLD CARS, TIRES, GLASS, BLUE BOX RECYCLING, ELECTRONICS, UPHOLSTERY AND FURNITURE, HOUSEHOLD ITEMS.

THE HEADING "RECYCLABLE ITEMS" BE CHANGED TO "BLUE BOX RECYCLING ITEMS".

Carried

Council would like the Clerk-Treasurer to confirm with Trillium Tire whether or not the rims will have to be removed from the tires.

A quote from TBayIT, the Township's current website provider, to provide an update to make the Township's website compliant with the new W3C Accessibility Standards requirements was reviewed. The Clerk-Treasurer informed Council of the other options which have been made available to municipalities for training to make their website compliant and it was

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

THAT THE QUOTE OF TBAYIT TO UPDATE THE TOWNSHIP WEBSITE TO MEET THE REQUIRED W3C ACCESSIBILITY STANDARDS, INCLUDING STAFF TRAINING AND TO REFRESH THE DESIGN AT A COST OF \$750.00 + HST BE ACCEPTED.

Carried

Resolutions for endorsement were read as follows:

- a) Bill Mauro, MPP, Thunder Bay-Atikokan regarding Bill 114, An Act to amend the Fish and Wildlife Conservation Act, 1997 to provide for a spring bear hunt and it was

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

THAT THE RESOLUTION FROM BILL MAURO, MPP THUNDER BAY-ATIKOKAN WITH REGARD TO HIS PRIVATE MEMBER'S BILL, BILL 144, TO BRING ABOUT THE RETURN OF ONTARIO'S SPRING BEAR HUNT BE ENDORSED.

Carried

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Copies of the petition will be placed in the Township office for resident's to come in and sign in support of the Spring Bear Hunt if they wish. The resident's will be notified of this in the November issue of the Cornerstone.

- b) Canadian Union of Postal Workers
 - i) Service Charter Review requesting that the government consider innovative ways to generate postal revenue including financial services like bill payments, insurance and banking was filed.
 - ii) Improving the Canadian Postal Service Charter requesting that the review be open for public input and the Charter be improved in several different areas regarding service was filed.
- c) Ontario Convenience Stores Association regarding Contraband tobacco was filed.
- d) Community Social Service Workers regarding Proclaiming November 6, 2013 as Community Social Service Workers Appreciation Day was filed.

A copy of the letter from Mayor Kevin Holland, Vice Chair and Area 1 Representative of the Thunder Bay District Social Services Administration Board sent to the Honourable Michael Gravelle, MPP and Bill Mauro, MPP was read. This letter was in regard to the Area One municipalities requesting their assistance in coordinating a meeting with Premier Kathleen Wynne, the Honourable Ted McMeekin, Minister of Community and Social Services and the Honourable Linda Jeffrey, Minister of Municipal Affairs and Housing with regard to establishing a separate social services delivery model.

Correspondence were read as follows:

- a) Ontario Provincial Police (OPP) – 3rd Quarterly Report for the Township of O' Connor
- b) Association of Municipalities of Ontario (AMO) – i) Watchfile – October 17, 2013
 - ii) Watchfile – October 24, 2013
 - iii) AMO Breaking News – Canada-European Union Comprehensive Economic and Trade Agreement Announced
- c) Minister of Northern Development and Mines – Michael Gravelle – regarding information on the new Northern Ontario Heritage Fund Corporation programs.

The balance of the correspondence was passed around the table.

Under Old Business, Council discussed

- a) The draft application and resolution to submit an Expression of Interest to the Small Rural and Northern Municipal Infrastructure Fund – Capital Program. Upon review of the draft Asset Management Plan staff are recommending that an application be submitted to replace the Township culverts currently rated as a number 1, meaning in poor condition. Council reviewed the draft Expression of Interest and it was

- 7. Moved by G. Garbutt
Seconded by J. Vezina

THAT THE TOWNSHIP OF O'CONNOR SUBMIT AN EXPRESSION OF INTEREST FOR FUNDING TO THE SMALL, RURAL AND NORTHERN MUNICIPAL INFRASTRUCTURE FUND – CAPITAL PROGRAM THROUGH THE MINISTRY OF AGRICULTURE AND FOOD AND MINISTRY OF RURAL AFFAIRS.

THE APPLICATION SUBMITTED WILL BE IN THE AMOUNT OF \$121,600.00 WITH A TOTAL PROJECT COST OF \$150,000.00 FOR CULVERT REPLACEMENTS.

THE INFORMATION IN THE EXPRESSION OF INTEREST IS FACTUALLY ACCURATE; AND

THE TOWNSHIP OF O'CONNOR WILL HAVE A COMPREHENSIVE ASSET MANAGEMENT PLAN THAT INCLUDES ALL OF THE INFORMATION AND ANALYSIS DESCRIBED IN BUILDING TOGETHER: GUIDE FOR MUNICIPAL ASSET MANAGEMENT PLANS IN PLACE BY DECEMBER 31, 2013;

THE COMPREHENSIVE ASSET MANAGEMENT PLAN WILL BE PUBLICLY AVAILABLE, INCLUDING ON THE TOWNSHIP OF O'CONNOR'S WEBSITE BY MAY 30, 2014;

THE PROJECT PUT FORWARD IN THIS APPLICATION WILL BE COMPLETED BY DECEMBER 31, 2015;

APPLICATION TO BE SUBMITTED BY NOVEMBER 1, 2013.

Carried

The Clerk-Treasurer reported on information from the Community Policing Advisory Committee Meeting (CPAC) attended by Councillor Racicot on October 23, 2013. At this meeting Councillor Racicot asked if information with regard to Ontario Provincial Police calls in the unincorporated areas could be made available to the municipalities in the area. This information would be similar to what the OPP provide to the municipalities in their quarterly reports, the type of calls, the hours of investigation and patrol within our own jurisdiction and the clearance rate. Councillor Racicot was informed that no statistics are kept for the unincorporated areas similar to the organized municipalities. Council were concerned with this information.

Under New Business, Council discussed

- a) EcoSuperior Environmental Programs – Thunder Bay and Area Food Strategy – requesting a representative from O'Connor be appointed to the Steering Committee to further mutual interests. It was

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

**THAT THE FOLLOWING PERSON/S ATTEND THE THUNDER BAY AND AREA FOOD STRATEGY STEERING COMMITTEE MEETING TO BE HELD ON NOVEMBER 14, 2013 IN THUNDER BAY AND THAT THE FOLLOWING PERSON BE APPOINTED TO THE STEERING COMMITTEE TO FURTHER MUTUAL INTERESTS IN CREATING A COMPREHENSIVE COMMUNITY FOOD SECURITY STRATEGY FOR THE THUNDER BAY AREA.
REGISTRATION: N/C
COUNCILLOR GARBUTT**

Carried

Councillor Garbutt will determine at the meeting if she will sit on the steering committee.

- b) Ontario Provincial Police (OPP) – Regarding the OPP Billing Model Engagement Sessions. It was

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

**THAT THE FOLLOWING PERSON/S ATTEND THE ONTARIO PROVINCIAL POLICE (OPP) BILLING MODEL ENGAGEMENT SESSIONS TO BE HELD ON OCTOBER 31, 2013 IN THUNDER BAY.
REGISTRATION: N/C
COUNCILLOR VEZINA**

Carried

For information purposes a building permit was approved for a deck at Concession 6 Pt N ½ Lot 1.

- 10 Moved by G. Garbutt
Seconded by J. Vezina

THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON MONDAY, NOVEMBER 11, 2013 AT 7:00 P.M.

TIME BEING: 9:10 P.M.

Carried