

**The Corporation of the Township of Gillies
Council Meeting Agenda**

Minutes of the regular meeting of the Gillies Council of the 2014/2018 term held on
October 10th, 2017 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve	Reeve Kieri
	Councillors -	Councillor Rudy Buitenhuis Councillor Wendy Wright Councillor Groenheide Councillor Karen O’Gorman (Arrived 7:48)
	Administration -	Jenna Hakala, Deputy Clerk Damian Bouwers, Deputy Clerk-Treasurer Intern Art La Belle, Acting Roads Maintenance Coordinator

Reeve Kieri called the meeting to order at 7:00 p.m.

A. Confirmation of the Agenda

RESOLUTION 2017/238

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED that the agenda for the October 10th, 2017 is approved and amended as follows

Addition of Item 11.5 Closed Meeting Minutes from September 11th Closed Session

Addition of Item 11.6 Road Issue

CARRIED

1. Disclosures of Interest

The Deputy Clerk declared a conflict of interest with Item 11.1 & 11.4 as she is the spouse to the Logging Operation Owner in question.

Reeve Kieri declared a conflict of interest with item 11.4 as he sits on the Greenmantle Board which is a stakeholder in crown logging operations.

2. Minutes

2.1 Adoption of Council Meeting Minutes – Regular Meeting September 25, 2017

RESOLUTION 2017/ 239

Moved by Councillor Buitenhuis ; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on September 25 2017, be adopted as amended.

CARRIED

3. Visitors and Deputations

None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2017/240

Moved by Councilor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report dated October 10, 2017, for a total of \$33, 048.46 including cheque numbers 5258 to 5272, as set out in the report, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2017/241

Moved by Councilor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 986 for the period of September 16th – September 29th, 2017 be passed for payment.
AND THAT Monthly Payroll Run No. 987 and 990 for the month of September 2017 be passed for payment.

FURTHER THAT the year to date vacation time, overtime, and accrued sick time have been reviewed.

CARRIED

4.3 Bank Account Correspondence

The Treasurer was directed to look into alternative banking options.

4.4 Letter from Grant Thornton to Council

Annual Letter regarding Internal Control Procedures for Council was received.

5. Reports

5.1 Roads Report

Acting RMC gave a detailed report of concerns about Dave's Road Bridge. Administration directed to contact MTO supervisor of Lybster and the Nolalu Roads Board via mail regarding a dam build up on Frito Road.

5.2 OCIF -CWWF Top-Up: Main Street

Deferred until Councillor O'Gorman Arrives

5.3 Entrance Permit – Draft By-Law

Administration was directed to make Council's requested changes and to return the Draft By-law to Council for review

5.4 Administration Report

Council approved the following training:

- Deputy Clerk-Treasurer Intern to attend the MFOA Investment Basics and Beyond Workshop
- The Treasurer and The Deputy Clerk-Treasurer Intern attend the MMA: Northern Treasurers Forum
- The Treasurer and the Deputy Clerk attend the AMCTO Bill 68 Workshop

Councillor O'Gorman arrived at 7:48pm

The Treasurer was directed to procure internet services for the Municipal Garage and Fire Hall.

Administration was directed to schedule a Performance Review for the Intern.

Administration was directed to fill the Acting RMC in on the to-do list

5.2 OCIF -CWWF Top-Up: Main Street

Deferred Item 5.2 was brought back to the table

RESOLUTION 2017/242

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED that Council agrees to conclude the contract with Hatch for the work done to date, without proceeding to construction ready plans AND THAT the Treasurer be directed to return the OCIF top up funds and speak with OMAFRA regarding the distributed funds and interest charges.

CARRIED

5.5 Review of Municipal Resources Policy

Administration directed to make changes to policy as per Council's recommendation and bring back to Council for approval.

5.6 GHG Funding Update

Administration directed to begin research in to current CO₂ emissions of the Township

5.7 Funding Opportunities Update

Council approved Administration to apply to the Trillium Foundation for improvements to Pee Dee Park

Council approved Administration to apply to the Federation of Canadian Municipalities for the purchase of a Back-hoe for the Roads Department

5.8 Provincial consultation on DSSAB

RESOLUTION 2017/243

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED that Council approve the written submission regarding the Provincial Consultation on District Social Services

CARRIED

6. Correspondence

6.1 LRMC discussion regarding the Provincial consultation on DSSAB

6.2 Proposed Building Code Change

Administration directed to add information regarding the Proposed Building Code Change to the Newsletter for information purposes.

6.3 Lakehead School Board regarding lease

Administration directed to schedule a meeting with the LDSB to discuss Council's Proposed Lease Changes.

6.3.1 Lakehead School Board - Municipal Office Lease

6.3.2 Lakehead School Board – lease policy

6.3.3 Lakehead School Board – lease procedures

6.3.4 Lakehead School Board – pupil accommodation policy

6.3.4 Lakehead School Board – pupil accommodation procedures

6.3.5 Lakehead School Board – pupil accommodation appendix

6.4 Lakehead School Board – drinking water testing

Administration directed to gather more information and return to Council with update.

6.5 TBDSSAB board minutes

Received for information

6.6 Letter from Municipality of Neening regarding Police Services Board

Council approves the recommendations regarding the Police Services Board and requests a date and formal resolution.

6.7 OPP Billing Statement for 2018

Received for information.

7. Unfinished Business

7.1 Tax Payment Policy

RESOLUTION 2017/244

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED that the tax Collection policy and procedure be passed as amended

CARRIED

8. New Business

Administration provided a draft of a letter directed to the owner of a burnt down house. Administration was directed to clarify the letter with the building inspector before sending it to the home owner.

CEMC Councillor Wright has decided to postpone the emergency management training and exercise to a later date rather than October 12th.

9. Upcoming Matters

- Investment Strategy
- Exclusion of expenses from budget
- Potential Land Purchase – on hold
- Riverside Cemetery Bylaw - review
- Municipal by-law enforcement policy – review

10. By-laws

none

11. Closed Session

RESOLUTION 2017/245

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the time being 10:16 p.m., we close the next portion of the meeting to the public in accordance with Section 239 of the Municipal Act, 2001 in order to consider Agenda Item 11.1, being the Closed Session Meeting Minutes from the Council Information Meeting of September 25th, 2017, and the specific subsections of Section 239(2) under which that closed session meeting was held;

And under Subsection 239(2)(b) of the Municipal Act, 2001 in order to consider Agenda Item 11.2 through 11.4, involving personal information about an identifiable individual, in accordance with the provisions of 239(2)(b) of the Municipal Act, 2001;

And under Subsection 239(2)(d) of the Municipal Act, 2001 in order to consider Agenda Item 11.2, involving employee negotiations/labour relations, in accordance with the provisions of 239(2)(d) of the Municipal Act, 2001;

CARRIED

Mrs. Hakala left the Chambers at 10:30 p.m., and Mr. Bouwers assumed the Clerk duties from that point forward, for the balance of the meeting.

During the Closed Session meeting, the following procedural resolution was passed:

Resolution 2017/246

Moved by Councillor Buitenhuis ; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT, the time being 10:52 p.m., Council rise from Closed Session and report in Open Session.

CARRIED

The Open Session portion of the meeting re-convened

11.1 September 25th 2017 closed council minutes

Resolution No. 2017/247

Moved by Councillor Wright; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT the minutes of the Closed Session Meeting held September 25th, 2017, be approved with the amendments directed in Closed Session.

CARRIED

11.2 Human Resources

Resolution No. 2017/248

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT Art La Belle be appointed by Council as Acting Roads Maintenance Coordinator.

CARRIED

11.3 Supplement to item 5.4 administration report

Related to open session and is used for information

11.4 Logging Operations on Annala Road

Resolution No. 2017/249

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT with new information, 11.4 is no longer relevant.

CARRIED

11.5 September 11th 2017 closed Council Minutes

Resolution No. 2017/250

Moved by Councillor Wright; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT the minutes of the Closed Session Meeting held September 11th, 2017, be approved with the amendments directed in Closed Session.

CARRIED

11.6 Parker Road

Resolution No. 2017/51

Moved by Councillor Wright; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT Administration and members of Council are authorized to proceed as directed in Closed Session.

CARRIED

12. Adjournment

RESOLUTION 2017/250

Moved by Councillor O’Gorman; Seconded by Councilor Buitenhuis

BE IT RESOLVED THAT the time being 10:55 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

CARRIED

Rick Kieri
Reeve

Jenna Hakala
Deputy Clerk

**The Corporation of the Township of Gillies
Council Meeting Agenda**

Minutes of the regular meeting of the Gillies Council of the 2014/2018 term held on
October 23, 2017 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Deputy Reeve	Councillor Karen O’Gorman
	Councillors -	Councillor Rudy Buitenhuis Councillor Wendy Wright Councillor Groenheide
	Administration -	Jenna Hakala, Deputy Clerk Damien Bouwers, Deputy Clerk-Treasurer Intern Scott Hole, Fire Chief
	Regrets-	Reeve Kieri

Deputy Reeve O’Gorman called the meeting to order at 7:00 p.m.

A. Confirmation of the Agenda

RESOLUTION 2017/251

Moved by Councillor Groenheide; Seconded by Councillor Wright
BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular
meeting held on October 23rd 2017 be adopted

CARRIED

1. Disclosures of Interest

None

2. Minutes

2.1 Adoption of Council Meeting Minutes – Regular Meeting October 10th, 2017

RESOLUTION 2017/252

Moved by councillor Buitenhuis; Seconded by Councillor Wright
BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular
meeting held on October 23rd 2017, be adopted as amended

CARRIED

3. Visitors and Deputations

None

In consideration of the Fire Chief, item 5.1 was brought forward.

5. Reports

5.1 VFD Report

Administration directed to find the price of Fire number signs.

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2017/253

Moved by councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report dated October 23, 2017, for a total of \$10,857.41 including cheque numbers 5274 to 5279, with cheque number 5273, 5276, and 5277, as set out in the report, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2017/254

Moved by Councillor Wright; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 991 for the period of September 30th to October 13th 2017 be passed for payment.

FURTHER THAT the year to date vacation time, overtime, and accrued sick time have been reviewed.

CARRIED

4.3 Bank Update

Deferred

4.4 Exclusion of amortization, post-employment benefits, solid waste landfill closure and post-closure from budget

Deferred. Administration directed to gather more information

5. Reports (continued)

5.2 Administration Report

Reeve Kieri was requested to call the School Board to schedule a meeting regarding the office renovations.

Administration directed to schedule a deputation from an OPP representative.

Administration directed to post the Part Time Equipment Operator Job Posting with requested amendments.

5.3 Retrofit Report

Administration directed to apply to the GHG Challenge Fund and the Federation of Canadian Municipalities for retrofits for both the Fire Hall and the Municipal Garage.

5.4 Draft Policy for Election Recount

Administration directed to review and clarify points in the policy and bring back to Council

5.5 Landfill Inspection report

Administration directed to hire TBT Engineering for the marking of landfill cells. Administration directed to obtain more information regarding the 24 hour emergency line.

5.6 Resident Concern

Administration directed to obtain a quote from the MTO for speed signs. Administration also directed to notify the concerned resident that Council is working on her concern and invite her to the OPP deputation when a date is set.

5.7 Municipal Law Enforcement Policy Review

Administration directed to make amendments to the policy and return to Council for finalization.

Administration directed to make an informal landfill incident report.

5.8 Options for Christmas Party 2017

Council decided to follow the procedures from the 2016 Christmas Party.

Administration directed to confirm the capacity of Rose Valley and return the guest list for Council discussion.

5.9 Holiday Closure & 2018 Council Meeting Schedule

Holiday office closure approved.

Administration directed to inquire about when a new Council is sworn in when December 1st occurs on a Saturday.

6. Correspondence

6.1 LRMC Oct 19th agenda & minutes

Received for information

6.2 MPP Mauro – Bill 68 update

Received for information

6.3 Blue Box Program Consultation

Received for information

6.4 Request for Donation from GCC

Due to insufficient notice, Council was unable to grant a donation. Administration was directed to send a letter requesting that fundraising needs for 2018 be provided early in the municipal budget process. The letter is to be approved by a member of Council prior to being mailed. Additionally, a summary of in-kind donations would be included in the letter for information. Council also requested that the community centre representative make a deputation to further discuss the level of in-kind services that could be provided.

6.5 Ontario Community Infrastructure Fund Formula – Allocation Notice

For Information

6.6 Summary of Bridge Inspection 2017

Administration directed to provide more information directly from the report.

6.7 TBDML Annual Meeting – Elections

For Information

6.8 Response from MPP Mauro to LRMC concerns

For Information

6.9 Ministry of Education – Pupil Accommodation Review

For Information

6.10 OMAFRA – Rural Ontario Leaders Awards

Deferred

6.11 MCSS – amendments to OPP billing model

For Information

6.12 TBDSSAB

For Information

7. Unfinished Business

NONE

8. New Business

Councillor Buitenhuis has joined the Northern Ontario Farm Innovation Alliance and provided some information on agricultural research.

Councillor Wright brought attention to MBLEO absences in the past and a lack of enforcement and a solution when the Township needs it. Administration directed to look into the situation.

Councillor Groenheide requested an update from Administration regarding new buildings in the Township that do not have building permits.

Deputy Reeve O'Gorman provided an update on the Food Strategy meeting.

Administration informed Council of the final interest costs associated with the return of OCIF Top-Up funding.

Administration presented an email from OMAFRA regarding a rural planner interested in connecting with municipalities in the area. As the township is currently served by the Lakehead Rural Planning Board, Council declined to connect with her.

Administration presented a draft letter to a resident regarding an incident which occurred at the landfill on October 21st. Administration directed to amend the letter and mail promptly.

9. Upcoming Matters

- Investment Strategy
- Riverside Cemetery Bylaw - review

10. By-laws

None

11. Closed Session

RESOLUTION 2017/254

Moved by Councillor Wright; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the time being 8:52 p.m., we close the next portion of the meeting to the public in accordance with Section 239 of the Municipal Act, 2001 in order to consider Agenda Item 11.1, being the Closed Session Meeting Minutes from the Council Information Meeting of October 10th, 2017, and the specific subsections of Section 239(2) under which that closed session meeting was held;

And under subsection 239(2)(b) of the Municipal Act, 2001 in order to consider Agenda Item 11.2 involving personal information about an identifiable individual, in accordance with the provisions of 239(2)(b) of the Municipal Act, 2001;

And under subsection 239(2)(b) of the Municipal Act, 2001 in order to consider Agenda item 11.2, involving employee negotiations/labour relations, in accordance with the provision of 239(2)(b) of the Municipal Act, 2001;

CARRIED

During the Closed Session meeting, the following procedural resolution was passed:

Resolution 2017/255

Moved by Councillor Groenheide ; Seconded by Councillor Wright:

BE IT RESOLVED THAT, the time being 9:23 p.m., Council rise from Closed Session and report in Open Session.

CARRIED

11.1 October 10th 2017 closed council minutes

Resolution No. 2017/255

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT the minutes of the Closed Session Meeting held October 10th, 2017, be approved with the amendments directed in Closed Session.

CARRIED

11.2 Acting RMC contract

Resolution No. 2017/256

Moved by Councillor Buitenhuis; Seconded by Councillor Wright:

BE IT RESOLVED THAT Administration and members of Council are authorized to proceed as directed in Closed Session.

CARRIED

12. Adjournment

RESOLUTION 2017/257

Moved by Councillor Wright; Seconded by Councilor Buitenhuis

BE IT RESOLVED THAT the time being 9:25 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

CARRIED

Karen O’Gorman
Deputy Reeve

Jenna Hakala
Deputy Clerk