

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

Minutes of the regular meeting of the Gillies Council of the 2014/2018 term held on
June 11th, 2018 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Kieri
	Councillors -	Councillor Buitenhuis Councillor O’Gorman Councillor Groenheide Councillor Wright
	Administration -	Jenna Hakala, Clerk Scott Hole, Fire Chief Chris Lawrence, Deputy Fire Chief James Gillies, RMC (7:35)

Reeve Kieri called the meeting to order at 7:00 pm

A. Confirmation of the Agenda

RESOLUTION 2018/171

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the
regular meeting held on June 11th, 2018 be adopted.

CARRIED

1. Disclosures of Interest

No members of Council made any declarations under the Municipal Conflict of Interest Act.

2. Minutes

2.1 Adoption of Council Meeting Minutes – Regular Meeting May 28th, 2018

RESOLUTION 2018/172

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on May 28th, 2018 be adopted as amended.

CARRIED

3. Visitors and Deputations

Mr. Henry Jantunen is interest in selling a piece of property he owns on Mekechnie Road to a buyer interested in building a house. The property is technically land locked as the road does not meet the property line.

The Council expressed an interested in ending the land lock to garner more taxes for the Township. The Council supported Mr. Jantunen attending the Lakehead Rural Planning Board to find a workable solution.

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2018/173

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report – dated Jun 11, 2018 for a total of \$19,242.53 including cheque numbers 5502 to 5512 and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2018/174

Moved by Councillor Wright; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1039 and, 1042 for the period of May 12th, 2018 to May 25th, 2018, be passed for payment.

AND BE IT FURTHER RESOLVED THAT Monthly Payroll Run No. 140 for the period of May 1st, 2018 to May 31st, 2018, be passed for payment.

CARRIED

5. Reports

5.1 Roads Report

Deferred

5.2 Tanker Truck Report

The Deputy Fire Chief presented his report to Council regarding the purchase of a Tanker Truck. The Deputy Fire Chief presented multiple purchasing options and multiple quotes for tanker trucks.

5.1 Roads Report

The Roads Maintenance Coordinator presented the monthly roads report. Beavers are still creating an ongoing problem for the Roads Department. The RMC is planning on laying calcium down on the roads in the upcoming weeks.

5.3 Backhoe Report

The Roads Maintenance Coordinator opened up discussion regarding options for purchasing a Backhoe. Council directed the RMC to draft a Request For Proposals for the purchase of a new backhoe. Council further directed the RMC to email the draft Request For Proposals to Council directly as soon as possible.

RESOLUTION 2018/175

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council of the Township waives the requirements of By-law No. 2017-006 section 3.3 stating that purchases over \$25,000 need a Request For Proposal or a Tender Call.

AND THAT the Council gives authorization to the Volunteer Fire Department to purchase a used Tanker Truck for up to \$75,000 all inclusive

CARRIED

5.4 Administration Report

The Clerk presented the Administrative Report to Council. Council directed the Clerk to have the RMC provide a report on changes to the minimum maintenance standards act. The RMC was approved to attend the MTO Book 7 Workshop. The Clerk was approved to attend Council Orientation Training provided by AMCTO.

The Clerk was directed to pick a name at random for the Senior Volunteer Award.

5.5 “Electronic Fund Transfer” Policy Review

RESOLUTION 2018/176

Moved by Councillor Wright; Seconded by Councillor Buitenhuis;

BE IT RESOLVED THAT the Council of the Township of Gillies approves the Electronic Fund Transfer Policy as amended

CARRIED

5.6 “Accountability and Transparency” Policy Review

RESOLUTION 2018/177

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council of the Township of Gillies approves the Accountability and Transparency Policy.

CARRIED

5.7 Propane Vendors Report

The Treasurer presented her report to Council. Council supported the Treasurer’s initiative to switch propane companies.

6. Correspondence

6.1 LRCA 2017 Audited Financial Statements

For Information

6.2 Ontario Aggregate Resources Corporation

For Information

6.3 Employment and Social Development Canada submission for a Volunteer

Award

Council directed the Clerk to apply for the Mile Hill Melodrama Group

6.4 Letter of Support for the Rural 60 Plus Centre

The Clerk was directed to draft a letter and have the Reeve sign it.

6.5 Report from the City of Thunder Bay

For Information

6.6 Alpha Court Annual General Meeting

For Information

6.7 Lakehead Social Planning Council

For Information

6.8 TBDSSAB Newsletter

For Information

6.9 TBDSSAB Child Care and Early Years' Advisory Table

It was the consensus of Council that Councillor O'Gorman submit her name for the advisory table.

6.10 TBDSSAB 2017 Operating Results

For Information

7. Unfinished Business

- None

8. New Business

Councillor Buitenhuis brought up discussions regarding the LRMC and the selection process for the DSSAB board members. He suggested a mechanism be in place so that LRMC can pull a representative if the members feel as though they are not fulfilling the role.

Councillor Wright brought up the concerns of the LRCA and the low water problem. She further stated that the LRCA is applying for funding to do more flood mapping in the district.

Councillors Groenheide and O'Gorman and Reeve Kieri had no new business to add.

9. Upcoming Matters

- Deputation from Ms. Dodie LeGassick
- Tangible Capital Asset Accountability Policy Review
- Freedom of Information Policy Review

10. By-laws

None

11. Closed Session

RESOLUTION 2018/178

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the time being 9:38 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 Meeting of May28th, 2018, and the specific subsections of Section 239(2) under which that closed session meeting was held;

Items 11.3 and 11.4 on the agenda, being a reports involving labour relations or employee negotiations, in accordance with the provisions of 239(2)(d) of the *Municipal Act, 2001*;

Item 11.2 agenda, being a report (*or reports) involving personal information about identifiable individuals, in accordance with the provisions of 239(2)(b) of the Municipal Act, 2001;

CARRIED

Resolution No. 2018/179

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

BE IT RESOLVED THAT the time being 10:23 p.m., Council rise from Closed Session and report in open session.

CARRIED

11.1 May 28th, 2018 closed council minutes

Resolution No. 2018/180

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

BE IT RESOLVED THAT the minutes of the Closed Session portion of the meeting held on May 28th, 2018, be approved.

CARRIED

11.2 Administrative Report

11.3 RMC Contract

11.4 Equipment Operator Contract

Resolution No. 2018/181

Moved by Councillor Wright; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT Administration is authorized to proceed as directed in Closed Session regarding items 11.2 through 11.4.

CARRIED

12. Adjournment

Resolution No. 2018/182

Moved by Councillor Wright; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT the time being 10:25p.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
Clerk

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

Minutes of the regular meeting of the Gillies Council of the 2014/2018 term held on
June 25th, 2018 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Kieri
	Councillors -	Councillor Buitenhuis Councillor O’Gorman Councillor Groenheide (7:53 pm) Councillor Wright
	Administration -	Jenna Hakala, Clerk Laura Jones, Treasurer Scott Hole, Fire Chief Chris Lawrence, Deputy Fire Chief James Gillies, RMC (7:33)

Reeve Kieri called the meeting to order at 7:00 pm

B. Confirmation of the Agenda

RESOLUTION 2018/183

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the
regular meeting held on June 25th, 2018 be adopted as amended.

CARRIED

1. Disclosures of Interest

No members of Council made any declarations under the Municipal Conflict of Interest Act

2. Minutes

2.1 Adoption of Council Meeting Minutes – Regular Meeting June 11th, 2018

RESOLUTION 2018/184

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on June 11th, 2018 be adopted as amended.

CARRIED

2.2 Adoption of Council Meeting Minutes – Special Meeting June 11th, 2018

RESOLUTION 2018/185

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the special meeting held on June 11th, 2018 be adopted.

CARRIED

3. Visitors and Deputations

3.1 Ms. D. LeGassick

Ms. LeGassick provided Council with a power point presentation outlining the concerns of nuclear fuel bundles being moved via transport truck through Northwestern Ontario, specifically Thunder Bay and the surrounding municipalities. Council requested that the Clerk add the issue to an agenda at a later date.

3.2 Grant Thornton

Lindsay Hallow and Rosie Brizi presented the 2017 audit to Council members present.

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2018/186

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report – dated June 25, 2018 for a total of \$860.34 including cheque numbers 5513 to 5516 and the electronic payments as listed, be passed for payment.

CARRIED

Councillor Groenheide joined the meeting at 7:53 pm.

4.2 Payroll – Approval

This item was moved to Closed Session for discussion.

4.3 Financial Scenarios

There were discussions regarding the financial scenarios presented by the Treasurer. Council gave further direction to the Treasurer and deferred the matter.

4.4 Operating Budget

Deferred

4.5 Capital Budget

Deferred

5. Reports

5.6 VFD Report

The Fire Chief and Deputy Fire Chief presented their report to Council. There was further discussion regarding the purchase of a tanker truck from the Volunteer Fire Department. The following resolution was passed:

RESOLUTION 2018/187

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Council of the Township of Gillies amends Resolution number 2018/175 to state that the Volunteer Fire Department is authorized to purchase a used Tanker Truck for up to \$80,000 all inclusive.

CARRIED

5.7 Administrative Report

The Clerk presented her report to Council. Council directed the Clerk to pursue the GHG Challenge fund.

RESOLUTION 2018/188

Moved by Councillor Wright; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Township of Gillies agrees to support Mr. Joseph Beitz, from the Municipality of Neebing, as the citizen representative on the Lakehead Police Services Board.

CARRIED

5.8 Freedom of Information Policy Review

RESOLUTION 2018/189

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT the Council of the Township of Gillies approves the Freedom of Information Policy as amended

CARRIED

5.9 History Book Meeting Report

Council discussed the report provided by the History Book Working Group. It was noted that in a recent interview the Township was not mentioned as the main financial contributor to the History Book Project.

5.10 Bridge Work Request for Proposal

RESOLUTION 2018/190

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT the Council of the Township of Gillies directs Administration and the Roads Maintenance Coordinator to issue a Request For Proposal in the fall of 2018 for Dave’s Road Bridge work to occur in 2019.

CARRIED

6. Correspondence

- 6.11 Township of O'Connor Resolution of Support for the Municipality of Shuniah

This correspondence brought up discussions from the latest LRMC meetings. It was determined by Council that their preference for filling the seats of the DSSAB board would be to have 2 members of the LRMC Councils appointed and 1 member of the LRMC Councils elected. This preference is to go back to the next LRMC meeting.

- 6.12 Funding Program through Community Homelessness Prevention Initiative

For Information

- 6.13 Municipal Employer Pension Centre Ontario

For Information

- 6.14 Helipad Compliance Inspections

A report was requested from the Inspector or the RMC regarding this inspection.

- 6.15 MPAC Re: Small-scale On-farm Business Subclasses

For Information

- 6.16 Correspondence from the OPP

For Information

7. Unfinished Business

- None

8. New Business

Councillor Buitenhuis requested that a portion of the funds received from the Main Street Revitalization Grant be put towards a sign from the Pine Grove Cemetery. Council was in agreement on this matter.

It was also brought to attention that too much Council business is being communicated via email. It was determined that the Clerk would draft a policy for the Township regarding the use of emails.

Councillor Wright provided some discussion regarding the AMO conference in August which several members of other Townships are attending.

Councillor Groenheide expressed a concern for speeding traffic through the 60km/hr zone on Highway 595 by the Gillies Community Centre. The Clerk was directed to contact the Township's OPP representative and bring this concern to his attention.

RESOLUTION 2018/191

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the revised draft year-end financial statements and audit, as presented by Grant Thornton, be accepted.

CARRIED

4.4 Financial Scenarios

It was determined by Council that the Township would borrow \$175,000 for the purchase of a Tanker Truck for the VFD and a Backhoe for the Roads Department. The remaining costs would be obtained from the reserve accounts.

Council requested the Treasurer set a special meeting on Tuesday July 3rd for further discussion on the budget.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Hiring new Employees Policy Review
- Smoking in the Workplace Policy

10. By-laws

10.1 Residential Tenancies Inspector By-law # 2018-0011

Resolution No. 2018/192

Moved by Councillor Wright; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT The Council for the Township of Gillies approves by-law 2018-011, being a by-law to appoint an Inspector for the purposes of enforcing the prescribed maintenance standards contained in Ontario Regulations 517/06 under Residential Tenancies Act, 2006, S.O. 2006, c. 17 for the Township of Gillies

CARRIED

10.2 Operating Budget By-law # 2018-012

Deferred

10.3 Capital Budget By-law # 2018-013

Deferred

Resolution No. 2018/193

Moved by Councillor Buitenhuis; Seconded by Councillor Wright:

BE IT RESOLVED THAT the time being 10:30 p.m., Council continue with the business at hand.

CARRIED

11. Closed Session

Resolution No. 2018/194

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

BE IT RESOLVED THAT the time being 10:29 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 Items 11.1 and 11.2, being the Closed Session Meeting Minutes from the Council Meeting of June 11th, 2018, and the specific subsections of Section 239(2) under which that closed session meeting was held;

Items 11.3 and 11.5 through 11.7 on the agenda, being a reports involving labour relations or employee negotiations, in accordance with the provisions of 239(2)(d) of the *Municipal Act, 2001*;

Item 11.3 through 11.7 agenda, being a report (*or reports) involving personal information about identifiable individuals, in accordance with the provisions of 239(2)(b) of the Municipal Act, 2001;

Resolution No. 2018/195

Moved by Councillor Groenheide Seconded by Councillor O’Gorman:

BE IT RESOLVED THAT the time being 11:06 p.m., Council rise from Closed Session and report in open session.

CARRIED

11.2 June 11th, 2018 Closed Council Minutes

Resolution No. 2018/196

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

BE IT RESOLVED THAT the minutes of the Closed Session portion of the meeting held on June 11th, 2018, be approved.

CARRIED

11.2 June 11th, 2018 Special Closed Council Minutes

Resolution No. 2018/197

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

BE IT RESOLVED THAT the minutes of the Special Closed Session portion of the meeting held on June 11th, 2018, be approved as amended

CARRIED

11.3 Human Resources

For Information

11.4 Administrative Report

11.5 Consultant Contract

11.6 Operations Manager Contract

11.7 Lead Hand/ Equipment Operator Contract

11.8 Road Issue

Resolution No. 2018/198

Moved by Councillor Groenheide; Seconded by Councillor Wright:

BE IT RESOLVED THAT Administration is authorized to proceed as directed in Closed Session regarding items 11.4 through 11.8.

CARRIED

Resolution No. 2018/199

Moved by Councillor Buitenhuis; Seconded by Councillor Wright:

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1045 for the period of May 26th, 2018 to June 8, 2018, be passed for payment.

12. Adjournment

Resolution No. 2018/200

Moved by Councillor Wright; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT the time being 11:08 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

Rick Kieri
Reeve

Jenna Hakala
Clerk