

**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
November 12th, 2018 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Rick Kieri
	Councillors -	Councillor Groenheide Councillor Wright Councillor Buitenhuis
	Regrets	Councillor O’Gorman
	Administration -	Laura Jones, Treasurer, Deputy Clerk James Gillies, Roads Maintenance Coordinator

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

A. Confirmation of the Agenda

RESOLUTION 2018/318

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular meeting held on November 12th, 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 October 9th, 2018

RESOLUTION 2018/319

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on October 9th, 2018 be adopted.

CARRIED

2.2 Adoption of Council Meeting Minutes – Special Meeting October 9th, 2018

RESOLUTION 2018/320

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the special meeting held on October 18th, 2018 be adopted as amended.

CARRIED

3. Visitors and Deputations

- None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2018/321

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report – dated November 12, 2018 for a total of \$90,607.01 including cheque numbers 5598 to 5620, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

The Treasurer was directed to make changes to Time Sheet formatting.

RESOLUTION 2018/322

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1085 for the period of Sep 29, 2018 to Oct 13, 2018, be passed for payment.

CARRIED

RESOLUTION 2018/323

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1087 for the period of Oct 14, 2018 to Oct 26, 2018, be passed for payment..

CARRIED

RESOLUTION 2018/324

Moved by Councillor Wright; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Monthly payroll Run No. 1089 for the period of Oct 1, 2018 to Oct 31, 2018, be passed for payment.

CARRIED

4.3 Budget Variance report for the period ending September 30, 2018

The Operating Budget variance report was reviewed.

The Capital Budget variance report was reviewed.

5. Reports

5.1 Roads Report

The Roads Maintenance Coordinator presented the Roads report. Winter control sand is ready to go. Liddicoat Road has been graded and is in better shape than it was in October. A repair was made to the idler of the Tandem. The RMC could not obtain three written quotes for a new furnace, and the following resolution was considered.

RESOLUTION 2018/325

Moved by Councillor Groenheide; Seconded by Councillor Wright

BE IT RESOLVED THAT The Council for the Township of Gillies per section 7.6 of the Procurement by-law authorizes an exemption of the requirement for 3 quotations as stated in section 3.2 of the Procurement by-law at the request of the Roads Maintenance Coordinator due to a lack of quote submissions for the purchase of a propane furnace to a maximum of \$7,500.

CARRIED

5.2 Administration Report

The Administration report was reviewed. Administration was given direction to have the administrative task list placed in the front of the Council binders and have a quarterly review of tasks placed on the agenda.

5.3 Pay Grid Policy

Deferred

5.4 On-Call Policy

RESOLUTION 2018/326

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies approves the On-Call Policy

CARRIED

6. Correspondence

6.1 Health Unit Labour Disruption

The correspondence was reviewed

6.2 Lakehead Rural Planning Board

The correspondence was reviewed

6.3 Correspondence from Resolute Forest Products

The correspondence was reviewed

6.4 Correspondence from the President of the Gillies Community Centre

RESOLUTION 2018/327

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies approves the continuation of the agreement with the Gillies Community Centre to January 2020.

6.5 Board of Health Meeting Minutes

The correspondence was reviewed

6.6 TBDSSAB Board Meeting Minutes

The correspondence was reviewed

6.7 Ontario Medal for Good Citizenship

Administration was directed to prepare a list of past nominees and produce such a list of past and potential nominees for future awards.

6.8 Municipal Employer Pension Centre Ontario (MEPCO) Update

The correspondence was reviewed

6.9 ROMA Board of Directors Zone Representatives

The correspondence was reviewed.

6.10 Ministry of Transportation response to Speed Zones Request

The correspondence was reviewed

6.11 AMO Policy Update

Administration was tasked to prepare a report for Council highlight the pros and cons of opting out of Cannabis sales.

6.12 Township of McKeller Request for Support

The correspondence was reviewed

6.13 Lakehead Source Protection Authority Minutes

The correspondence was reviewed

6.14 Lakehead Region Conservation Authority

Councillor Wright provided an update and the correspondence was reviewed

6.15 Thunder Bay and Area Food Strategy

Councillor Wright and Councillor O’Gorman will attend the Food Strategy Annual General Meeting.

7. Unfinished Business

None

8. New Business

Councillor Wright identified that she would provide information regarding Mental Health First Aid training.

Councillor Wright indicated that the LRMC was approached to see if there as interest in meeting with The Honorable Don Rusnak. LRMC did not see a need for a meeting at this time, but Council identified that they would be interested in discussing future gas tax allocation flexibility and federal funding for Asset Management. Administration to prepare a request for a meeting. Administration was tasked to prepare a letter to The Honourable Don Rusnak for Council review.

Councillor Groenheide had no new business to declare.

Reeve Kieri directed administration to review past correspondence with MTO regarding reflectors on the guardrail on Highway 588 to see if this issue had been addressed.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies
- Deputation from Mark O'Brien from the Ministry of Energy, Northern Development and Mines

10. By-laws

10.2 By-Law 2018-022

RESOLUTION 2018/328

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies passes By-law 2018-022 being a by-law to amend by-law No. 2018-005, a by-law to hire or contract staff members and statutory officers within the Township of Gillies.

CARRIED

10.1 By-Law 2018-021

RESOLUTION 2018/329

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies passes By-law 2018-021 being a by-law of the corporation of The Township of Gillies to authorize the borrowing upon amortizing debentures in the principal amount of \$175,000.00 towards the cost of the tanker pumper truck, backhoe and attachments.

CARRIED

10.3 By-law # 2018-023

RESOLUTION 2018/330

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT The Council for the Township of Gillies passes By-law 2018- 023 being a by-law to set out the appointments procedures for Council Representatives in the six area one municipalities on the Thunder Bay District Social Services Administrative Board

11. Closed Session

RESOLUTION 2018/331

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the time being 9:27 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 October 9th, 2018, and October 18th, 2018 and the specific subsections of Section 239(2) under which that closed session meeting was held;

Item 11.3 on the agenda, being a report involving labour relations or employee negotiations, in accordance with the provisions of 239(2)(d) of the Municipal Act, 2001;

Item 11.4 & 11.5 on the agenda, being reports involving personal information about identifiable individuals, in accordance with the provisions of 239(2)(b) of the *Municipal Act, 2001*;

Item 11.5 being a report relating to security of the property of the municipality, in accordance with the provisions of 239(2)(a) of the *Municipal Act, 2001*;

CARRIED

RESOLUTION No. 2018/332

Moved by Councillor Wright Seconded by Councillor Groenheide:

BE IT RESOLVED THAT the time being 10:02 p.m., Council rise from Closed Session and report in open session.

CARRIED

11.1 October 9th, 2018 Closed Council Minutes

RESOLUTION No. 2018/333

Moved by Councillor Wright; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT the minutes of the Closed Session portion of the meeting held on October 9th, 2018, be approved.

CARRIED

11.2 October 18th, 2018 Closed Council Minutes

RESOLUTION No. 2018/334

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT the minutes of the Closed Session portion of the meeting held on October 18th, 2018, be approved.

CARRIED

11.3 Sick Pay Report

Deferred

11.4 Human Resources Report

11.5 Closed Session Meeting Update

RESOLUTION No. 2018/335

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT Administration is authorized to proceed as directed in Closed Session regarding items 11.4 and 11.5

CARRIED

12. Adjournment

RESOLUTION No. 2018/336

Moved by Councillor Wright; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT the time being 10:04 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

CARRIED

Rick Kieri
Reeve

Laura Jones
Treasurer/ Deputy 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
November 26th, 2018 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Rick Kieri
	Councillors -	Councillor O’Gorman Councillor Wright Councillor Buitenhuis
	Regrets	Councillor Groenheide
	Administration -	Jenna Hakala, Clerk Laura Jones, Treasurer Scott Hole, Fire Chief

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

B. Confirmation of the Agenda

RESOLUTION 2018/337

Moved by Councillor Buitenhuis; Seconded by Councillor Wright

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular
meeting held on November 26th, 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 November 12th, 2018

RESOLUTION 2018/338

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on November 12th, 2018 be adopted.

CARRIED

3. Visitors and Deputations

- 3.1 Mark Puumala and Mark O’Brien from the Ministry of Energy Northern Development and Mines attending the meeting to discuss potential mining in the Northeastern parts of the Township. Mr. Puumala the Regional resident geologist and Mr. O’Brien does the regulations for the (MENDM).

Mr. Puumala gave the Council a background on the types of rocks and soils in the Township area as well as the mining exploration history of Gillies Township. Gillies has a history of producing silver but also has the potential for the copper-nickel-platinum group. Heavy interest in the area is because of the potential for Cobalt.

Mr. O’Brien discussed the mining act with Council and the timeline associated with exploration. He noted that there are very low ratios for finding anything during the exploration period. He stated that communication is very important to the ministry when there is a potential for mining. At that point it was noted that the Township did not receive any communication from the ministry regarding the potential for mining in the area. Mr. O’Brien stated he would look into that and have correspondence sent right away to the Clerk. He pointed out in his presentation that opening up a mine can sometimes take decades of assessments and paperwork before it can be officially opened for mining.

One of the biggest concerns from Council is the possible damage to infrastructure. Mr. O’Brien assured members present that there are strict provincial rules regarding infrastructure. He stated that infrastructure, specifically roads must be left at the standard they were in or better.

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2018/339

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report – dated November 12, 2018 for a total of \$5,831.009 including cheque numbers 5522 to 5635, with cheque number 5621 and 5632 marked as VOID, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2018/340

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1091 for the period of October 27, 2018 to November 9, 2018, be passed for payment.

CARRIED

4.3 Tax Relief for Charitable and Similar Organizations

RESOLUTION 2018/341

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

WHEREAS Section 361(1) of the Municipal Act, 2001 provides that every municipality shall have a tax rebate program for eligible charities for the purposes of giving them relief from taxes on eligible property they occupy;

THEREFORE BE IT RESOLVED THAT the Council for the Township of Gillies wishes to give tax relief to the following properties for the 2018 taxation years:

Gillies Community Centre

Roll #06005 \$92.79 (\$88.48 tax and \$4.31 penalty)
Roll #06000 \$903.65 (\$855.95 tax and \$47.70 penalty)

Hymers Museum

Roll #28400 \$473.87 (\$450.27 tax and \$23.60 penalty)

AND

Gillies Landfill Site

Roll #09501 \$ 1,465.00 (\$1,391.45 tax and \$73.55 penalty).

CARRIED

The Clerk was directed to send correspondence to the Hymers Museum and the Gillies Community Centre in order to notify them of their tax relief.

5. Reports

5.5 VFD Report

The Fire Chief spoke to his report submitted to Council. It was noted that the goat incident was a very successful joint operation with the OSPCA but there has been no further news since the recovery. It was discussed that the VFD mandate and the direction of the fire team needs to be reviewed by the Council. The Fire Chief spoke about a potential new communication for the VFD called "Who's Responding". This app could be extremely beneficial for the fire team as it is able to notify team members who is responding, where the team is meeting and how long it will take members to arrive at the fire hall or the scene. Item 6.2 was brought forward for discussion with the fire chief

6.2 Correspondence from Conmee Township

The Fire Chief stated that he has attended the training and the past and that it could be very beneficial to the Council Members. The Clerk was directed to get more information on the cost of this training and to bring it back to Council for consideration.

5.6 Administrative Report

The Clerk spoke to her Administrative Report. There was very little to note as she was away for a week due to illness.

5.7 Council Workplan Review

The Council briefly reviewed the Clerk's recommendations for a future work plan.

In the interest of the Fire Chief's time and given that all members of the public had left for the meeting the Reeve determined that they would go into closed session early so that the Fire Chief could leave.

11. Closed Session

RESOLUTION 2018/342

Moved by Councillor Wright; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the time being 9:00 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, being the Closed Session Meeting Minutes from the Council Meeting of November 12th, 2018 and the specific subsections of Section 239(2) under which that closed session meeting was held;

Item 11.2 and 11.4 on the agenda, being reports involving personal information about identifiable individuals, in accordance with the provisions of 239(2)(b) of the *Municipal Act, 2001*;

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

CARRIED

RESOLUTION No. 2018/343

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

BE IT RESOLVED THAT the time being 9:46 p.m., Council rise from Closed Session and report in open session.

CARRIED

11.2 November 12th, 2018 Closed Council Minutes

RESOLUTION No. 2018/344

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 October 9th, 2018, be approved.

CARRIED

11.2 Human Resources

11.3 Sick Pay Report

11.4 Administrative Matters

RESOLUTION No. 2018/345

Moved by Councillor Wright; Seconded by Councillor Buitenhuis:

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

CARRIED

5.8 Holiday Season Hours

RESOLUTION No. 2018/346

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

BE IT RESOLVED THAT the Council for the Township of Gillies authorizes the Clerk to close the office from December 24th to January 3rd.

CARRIED

5.5 Time Clock Review Report

Council reviewed the report presented by staff. It was noted that there are still kinks to workout with the time clocks and the Council directed Administration to have another report for the second meeting in January.

5.6 DSSAB Representative Selection

RESOLUTION No. 2018/347

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

WHEREAS the Township of Gillies was assured in 2017 by the fellow members of the Lakehead Rural Municipal Coalition that the Township of Gillies would hold one of the 3 seats for Area 1 on the Thunder Bay District Social Services Administration Board for the 2019-2022 term;

THEREFORE BE IT RESOLVED THAT the Council for the Township of Gillies appoints Reeve Elect Wendy Wright as one of the three Thunder Bay District Social Services Administration Board Representative for the 2019 to 2022 term for the Area One Municipalities.

BE IT FURTHER RESOLVED THAT the Clerk is directed to send this resolution to the other members LRMC.

CARRIED

6. Correspondence

6.16 Correspondence from Whitefish Valley School

The Clerk was directed to contact the School to verify whether the School play structure is open to public use outside of school hours.

6.3 Correspondence from Lakehead Region Conservation Authority

For Information.

6.4 DSSAB Board Minutes

For Information.

6.5 DSSAB Newsletter

For Information.

6.6 Municipal Councillors Education Series from MMAH

The Clerk was directed to send this training to the newly elected Council member.

6.7 Correspondence from NOMA

For Information.

6.8 Correspondence from OGRA

For Information.

6.9 Speakers' School Graduation Invitation

For Information.

6.10 Invitation to the 2018 Holiday Gathering at the Lakehead Region Conservation

Authority

For Information.

6.11 ORCGA Geographical Council Training Opportunity

The Clerk was directed to register the RMC or the Lead Hand for this event and then give them the information.

6.12 AMO Policy Update Re: Fire News

For Information

6.13 AMO Policy Update Provincial Government Fall Economic Statement

For Information.

6.14 MPAC Year End Milestones

For Information.

6.15 LRCA Agenda for November 28th, 2018 Meeting

For Information.

7. Unfinished Business

7.1 Pay Grid Policy

RESOLUTION No. 2018/348

Moved by Councillor Wright; Seconded by Councillor Buitenhuis:

BE IT RESOLVED THAT the Council for the Township of Gillies approves the attached Pay Grid Policy for Employees.

CARRIED

The Clerk was directed to update the performance review policy and questions prior the scheduled performance reviews for April/May 2019.

8. New Business

Councillor Buitenhuis gave his personal thanks to Reeve Kieri for his last ten years of service to the Township and his leadership at the Council table.

Councillors Wright and O’Gorman agreed with Councillor Buitenhuis on this matter.

Reeve Kieri expressed his sentiments over the last 10 years of sitting on Council.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies

10. By-laws

- None

12. Adjournment

RESOLUTION No. 2018/349

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

BE IT RESOLVED THAT the time being 10:49 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
Clerk

