

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

Minutes of the Regular meeting of the Gillies Council of the 2018/2022 term held on
January 14th, 2019 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Wendy Wright
	Councillors -	Councillor Buitenhuis Councillor Groenheide Councillor Jones Councillor O’Gorman
	Administration -	Jenna Hakala, Clerk Laura Jones, Treasurer James Gillies, Roads Maintenance Coordinator

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

A. Confirmation of the Agenda

Councillor Groenheide requested the discussion of road conditions of highways 595 and 608 be added to the agenda.

RESOLUTION 2019/001

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular meeting held on December 17th, 2019 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 – Special Meeting December 17th, 2018

RESOLUTION 2019/002

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the special meeting held on December 17th, 2018 be adopted as amended.

CARRIED

2.2 Adoption of Council Meeting Minutes – Regular Meeting December 17th, 2018

RESOLUTION 2019/003

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on December 17th, 2018 be adopted as amended

CARRIED

3. Visitors and Deputations

- None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2019/004

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for 2018– dated January 10, 2019 for a total of \$16,330.16 including cheque numbers 5680 to 5687 with cheque number 5688 being marked as VOID, and the electronic payments as listed, be passed for payment.

CARRIED

RESOLUTION 2019/005

Moved by Councillor O’Gorman; Seconded by Councillor Jones

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for 2019– dated January 10, 2019 for a total of \$10,403.47 including cheque numbers 5689 to 5696, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2019/006

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1102 for the period of December 8th, 2018 to December 21st, 2018, be passed for payment.

AND BE IT RESOLVED THAT the Monthly payroll Run No. 1105 for the period of December 1st, 2018 to December 31st, 2018, be passed for payment.

CARRIED

RESOLUTION 2019/007

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1106 for the period of December 22nd, 2018 to January 4th, 2019, be passed for payment.

CARRIED

5. Reports

5.1 Roads Report

The Roads Maintenance Coordinator updated Council on the snow storms over the holidays. The RMC presented the job ad for a casual equipment operator/truck driver.

RESOLUTION 2019/008

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies direct the Roads Maintenance Coordinator to hire a part-time/On Call Equipment Operator for the Roads Department as per the hiring policy.

CARRIED

The Roads Maintenance Coordinator reported concerns about the Municipal Garage to council. The new propane furnace seems to be working well but it seems to be creating condensation causing the doors to freeze. The RMC noted that there are leaks in the roof and that there is considerable heat loss through the roof. The treasurer was asked if there was any funding or lines in the budget for a repair to the roof.

Council members considered the presented request for proposal for the Dave's Road Bridge.

RESOLUTION 2019/009

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies approves the Request for Proposal as amended for the repairs to the Dave's Road bridge.

AND THAT the Clerk and Roads Maintenance Coordinator are directed to post the Request for Proposal accordingly.

CARRIED

5.2 Roads Committee Report

The Council discussed the roads committee meeting report. It was determined that taking on the proposed shared services with Neebing was not feasible for the Roads Department at this time. There was further discussion on the opportunity to provide summer maintenance to the Pearson area but this would be explored at a later time. The Clerk was directed to draft a letter to the Municipality of Neebing regarding Council's decision.

To accommodate the time of the Roads Maintenance Coordinator added agenda item 7.1 was discussed.

7. Unfinished Business

7.1 Winter Highway Road Maintenance

Council discussed and expressed dissatisfaction with the winter maintenance on the Provincial Highways over the holidays. Several incidents were observed by staff and Councillors of residents getting stuck. The concern of the emergency team's ability to drive on the highways during the storms was brought to the table. It was determined that the Clerk would draft another letter to the MTO regarding these concerns. The Clerk was further directed to create a leaflet for residents informing them on how they can report their concerns to the MTO regarding highway maintenance.

The Reeve was directed to talk to the Mayor of Conmee regarding the ambulance yard within their township.

Discussion turned to the lack of cellular service during the power outage over the holidays. Residents were again left with not cellular service during an extended power outage. The Clerk was directed to draft a letter to TbayTel, the City of Thunder Bay and our local MPs regarding this matter.

5. Reports

5.3 Administrative Report

The Clerk presented her report to Council. It was determined that Councillor Buitenhuis would retain a key for the office that would be used to access the office for the History Book Working Group. The Clerk was directed to put the order in for roads signs with Nova Pro for the Main Street Grant project. Council determined that tires would continue to be collected at the landfill.

The Reeve was directed to contact Grant Thornton regarding the 2018 audit.

5.4 Cannabis Survey Results

Councillors discussed the results of the Cannabis survey that was sent to residents prior to the holiday office closure. It was determined that the response from residents was mixed and difficult to determine how the public would prefer the vote to go.

RESOLUTION 2019/010

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the council for the Township of Gillies Opts-out of the opportunity to have a store front cannabis location within the Township of Gillies.

Name	Yes	No	Abstained	Interest Declared
Councillor Buitenhuis		x		
Councillor Groenheide	x			
Councillor Jones		x		
Councillor O’Gorman	x			
Reeve Wright		x		
Totals	2	3		

DEFEATED

5.5 Mandatory Review of Policy Handbook Review

RESOLUTION 2019/011

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township of Gillies passes the Mandatory Review of Policy Handbook Policy as presented.

CARRIED

5.6 Administrative Assistant Temporary Hours Increase

RESOLUTION 2019/012

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies approves the four (4) hour weekly increase to the Administrative Assistant's hours effective immediately and ending March 28th, 2019.

CARRIED

5.7 2019 CEMC Resolutions

RESOLUTION 2019/013

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED that the Members that make up the Municipal Emergency Control Group be as follows:

- Wendy Wright, Reeve CEMC
- Jenna Hakala, Alternate CEMC, Clerk
- Scott Hole, Fire Chief
- James Gillies, Roads Maintenance Coordinator
- Rudy Buitenhuis, Deputy Reeve
- Karen O’Gorman, Deputy Reeve
- Bill Groenheide, Deputy Reeve
- Elizabeth Jones, Deputy Reeve

CARRIED

RESOLUTION 2019/014

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Members that make up the Community Emergency Management Program Committee be as follows:

- Wendy Wright, Reeve, CEMC
- Jenna Hakala, Alternate CEMC, Clerk
- Karen O’Gorman, Councillor
- Laura Jones, Emergency Information Officer
- Scott Hole, Fire Chief
- James Gillies, Roads Maintenance Coordinator

AND THAT Wendy Wright is the chair of the Community Emergency Management Program Committee.

CARRIED

5.8 Changes to Bill 148

For Information.

6. Correspondence

6.1 2019 Conservation Dinner and Auction

For Information.

6.2 MPAC 2019 Municipal Levy

For Information.

6.3 FCM Membership Renewal

Administration was directed to register for the FCM only if the voluntary contribution is waived from the invoice.

6.4 Ministry of Finance OMPF Funding Update

For Information.

6.5 Ministry of Children, Community and Social Services

For Information.

Administration was directed to forward the DSSAB Executive Summary to Council members.

6.6 AMO Financial Risks for Property Taxpayers and Municipal Budgets

For Information.

6.7 AMO 2018 Legislation Summary

For Information.

6.8 Canada Summer Jobs Program

RESOLUTION 2019/015

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies directed the Clerk to prepare an application to the summer jobs program.

CARRIED

6.9 Tourism Strategy Consultation Invitation

For Information.

6.10 Save Ontario Power Generation Plant Petition

For Information.

6.11 Hymers Fair Prize Book Ad

Administration was directed to submit the same ad to the Hymers Fair as with previous years with necessary edits.

6.12 MMAH Financial Indicators Report

For Information.

6.13 Congratulatory email from MMAH

For Information.

6.14 Kirkland Lake Request for Support

RESOLUTION 2019/016

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Council for the Township of Gillies supports Kirkland Lake’s resolution regarding the request to the Premier of Ontario to enact its Northern Ontario natural resource revenue sharing program to support economic growth and sustainability of Northern Ontario municipalities.

CARRIED

6.15 Lakehead Police Service Board Funding Formula for 2019

The Treasurer was directed to request a projected budget for the Lakehead Police Service Board for the 2019 year.

7. Unfinished Business

7.1 Winter Highway Road Maintenance

This matter was discussed earlier in the meeting in the presence of the Roads Maintenance coordinator.

8. New Business

Councillor Buitenhuis attended the Planning Board meeting and has been made the Vice Chair of the Planning Board.

Councillor Jones reported to Council that there may be some meetings over the next few months that she is unable to attend.

Councillor Groenheide request that an ongoing road allowance concern be addressed in closed session during an upcoming meeting. Councillor Groenheide further requested a remuneration report to be completed by staff for the February 11th meeting. Councillor Groenheide suggested that an evaluation be done of all Township building given the repairs required for the Municipal Garage.

The Council determined that the General Advisory committee would re-evaluate the buildings and consider options that were considered in the past for a Municipal Complex. The Clerk was directed pull all the records regarding a municipal complex for a meeting to be held the last week of February.

Councillor O’Gorman informed council that she will be attending her first meeting of the Heath Unit board on Wednesday. Councillor O’Gorman added that she will be contacted the Municipality of Neebing to make herself available as their representative.

Reeve Wright updated Council on her first DSSAB meeting. Reeve Wright also requested that the Council consider offering Mental Health First Aid to some Township employees as well as volunteers. The Clerk was directed to add this item to the next agenda with input from the Fire Chief and the Roads Maintenance Coordinator.

The Reeve was directed to bring up the Lakehead University Career Fair at the LRMC and determine if there is a cost sharing opportunity.

The Clerk was directed to determine if there is a career fair at Confederation College.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies

10. By-laws

10.1 Bylaw # 2019-001

The Clerk was directed to make amendments to schedule A of the by-law and return it to Council for approval.

10.2 By-law # 2019-002

RESOLUTION 2019/017

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies passes By-law 2019-002 being a by-law authorizing the execution of an agreement with the Corporation of the Township of O'Connor for the joint maintenance of common boundary.

CARRIED

11. Closed Session

None

12. Adjournment

RESOLUTION 2019/018

Moved by Councillor Groenheide; Seconded by Councillor Jones

BE IT RESOLVED THAT the time being 9:58 p.m., we do now adjourn the regular meeting of the Council of The Corporation of The Township of Gillies.

CARRIED

Wendy Wright
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 2018/2022 term held on
January 28th, 2019 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Wendy Wright
	Councillors -	Councillor Buitenhuis Councillor Jones Councillor O’Gorman
	Administration -	Jenna Hakala, Clerk Laura Jones, Treasurer
	Regrets-	Councillor Groenheide

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

B. Confirmation of the Agenda

RESOLUTION 2019/019

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular meeting held on January 28th, 2019 be adopted as amended

NOT CARRIED

RESOLUTION 2019/020

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular meeting held on January 28th, 2019 be adopted as presented.

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 January 14th, 2019

RESOLUTION 2019/021

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on January 14th, 2019 be adopted.

CARRIED

3. Visitors and Deputations

- None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2019/022

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for 2018 EXPENSES PAID IN 2019 – dated January 21, 2019 for a total of \$6,936.75, which include the electronic payments as listed, be passed for payment.

AND, BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for 2019 EXPENSES PAID IN 2019 – dated January 21, 2019 for a total of \$912.77, which include the electronic payments as listed, be passed for payment.

AND, BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for 2018– dated January 28, 2019 for a total of \$12,652.49 including cheque numbers 5699 to 5701 and 5706 with cheque number 5697, 5698, and 5699 being marked as VOID, and the electronic payments as listed, be passed for payment.

AND, BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for 2019– dated January 24, 2019 for a total of \$1,123.57 including cheque numbers 5702 to 55705, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2019/023

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1107 for the period of January 5th, 2019 to January 18th, 2019, be passed for payment.

CARRIED

5. Reports

5.9 VFD Report

Deferred

5.10 Administrative Report

The Clerk was directed to prepare information regarding maintenance for rural highway standards for the potential meeting with the MTO. Administration was directed to have a preliminary budget ready for Council in order to determine whether a laptop would be included in the budget. The Clerk was directed to provide Council with more information regarding Mental Health Training. The Clerk was directed to get clarity on the petition regarding the truck diversion issue. The Clerk was directed to organize a meeting between the Fire Association and the Fire Advisory Committee.

RESOLUTION 2019/024

Moved by Councillor O’Gorman; Seconded by Councillor Jones

BE IT RESOLVED THAT the council for the Township of Gillies approves The Township of Gillies Emergency Plan as amended by the Community Emergency Management Coordinator.

CARRIED

RESOLUTION 2019/025

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township of Gillies approves the Clerk and the Reeve attending the Code of Conduct and Related Policies Training on February 15th, 2019.

CARRIED

5.11 Time Clock Report # 2

The Clerk was directed to provide council with another report regarding Time Clocks and to include in that report Ministry of Labour Standards regarding maximum hours an employee can work.

5.12 Employee Code of Conduct Policy Review

RESOLUTION 2019/026

Moved by Councillor O’Gorman; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township of Gillies approves the proposed Employee Code of Conduct as amended

CARRIED

5.13 Employee Discipline and Discharge Policy Review

RESOLUTION 2019/027

Moved by Councillor Jones; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Council for the Township of Gillies approves the amendments to the Employee Discipline and Discharge Policy as amended

CARRIED

6. Correspondence

6.16 Ministry of Finance Ontario Municipal Partnership Fund Update

For Information

6.17 Truck Traffic on Arthur Street and Dawson Road (from Oliver-Paipoonge)

Defer

6.18 OMAFRA Ontario Wildlife Damage Compensation Program Update

For Information.

The Clerk was directed to contact the evaluators and set up a time for training.

6.19 AMO Policy Update

For Information

6.20 MEPCO Update

For Information

6.21 Request for Support from Georgina

For Information

6.22 Board of Health Meeting Minutes

Councillor O’Gorman spoke to the meeting of the Board of Health.

6.23 TBDSSAB Meeting Minutes

For Information

6.24 Public Library 2019 Contract

The Clerk was directed to find out how many residents are using the Oliver-Paipoonge Library Services.

RESOLUTION 2019/028

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council of the Township of Gillies approves the the contract between Gillies and the Oliver-Paipoonge Public Library as presented.

CARRIED

6.25 TBDSSAB Newsletter

For Information

7. Unfinished Business

7.1 A By-law to Appoint members to advisory committees

RESOLUTION 2019/029

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies approves By-law 2019-01 being a by-law to appoint members to advisory committees and to repeal by-law 633 as amended

CARRIED

8. New Business

Councillors present had no new business to report.

The Clerk informed Council that Corey Santorelli has been made the interim Deputy Fire Chief for the Volunteer Fire Department.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies
- Deputation from the Honourable Don Rusnak (February 11th, 2019)
- Deputation from a representative from the Ministry of Transportation (waiting for confirmation)
- Performance Review Policy Review
- Remuneration Report
- Closed Session Scheduled for February 11th, 2019

10. By-laws

10.1 Bylaw # 2019-003

RESOLUTION 2019/030

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Council for the Township of Gillies passes By-law 2019-003 being a by-law to provide an interim levying amount for the year 2019.

CARRIED

11. Closed Session

None

12. Adjournment

RESOLUTION 2019/031

Moved by Councillor O’Gorman; Seconded by Councillor Jones

BE IT RESOLVED THAT the time being 9:09 p.m., we do now adjourn the regular meeting of the Council of The Corporation of the Township of Gillies.

CARRIED

Wendy Wright
Reeve

Jenna Hakala
Clerk