

**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 February 10th, 2020 at 7:00 P.M. in the Gillies Municipal Office.

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

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

A. Confirmation of the Agenda

RESOLUTION 2020/044

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular meeting held on February 10th, 2020 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 January 27th, 2020

RESOLUTION 2020/045

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the regular meeting held on January 27th, 2020 be adopted.

CARRIED

3. Visitors and Deputations

None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2020/046

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report –Prepaid Expenses for 2020 dated January 29th, for a total of \$475.58, which includes electronic payments, be passed for payment.

CARRIED

RESOLUTION 2020/047

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for Regular Expenses for 2019 paid in 2020 – dated February 3rd, 2020 for a total of \$2,284.77, which includes cheque number 5996 to 5998, and the electronic payments as listed, be passed for payment.

CARRIED

RESOLUTION 2020/048

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for Regular Expenses for 2020 – dated February 5th, 2020 for a total of \$14,995.11 which includes cheque number 5999 to 6006, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2020/049

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1188 for the period of January 18th to January 31st, 2020, be passed for payment.

CARRIED

RESOLUTION 2020/050

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Monthly Payroll Run No. 1189 for the period of January 1st to January 31st, 2020, be passed for payment.

CARRIED

5. Reports

5.1 Roads Report

The Roads Maintenance Coordinator presented his report to Council. There was discussion regarding the purchase of lights for the helicopter pad. The RMC informed Council that staff have completed their WHIMS and Fuel Handling.

5.2 Administrative Report

RESOLUTION 2020/051

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies directs the Administrative Staff to insert an invitation to the 100th Anniversary Event on May 31st in the Interim Tax Bills.

CARRIED

RESOLUTION 2020/052

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies directs the Administrative Staff to insert a flyer for the Community Safety Plan Survey into the Interim Tax Bills.

AND THAT the Clerk-Treasurer post the survey on the website.

CARRIED

RESOLUTION 2020/053

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies approves the attendance of the Reeve, The Roads Maintenance Coordinator, Clerk-Treasurer and Deputy Clerk-Treasurer at the Workplace Health and Safety Conference in Thunder Bay on May 20th, 2020.

CARRIED

5.3 Anniversary Report

Amendments were made to the letters presented to Council. Administrative staff was directed to send the letters to sponsors, local businesses and dignitaries.

5.4 Procedural By-law

The Clerk-Treasurer was directed to make amendments to the Procedural By-law.

5.5 SNEMS Standard Report

Council directed the Clerk-Treasurer to invite Mr. Gates to a future meeting to discuss concerns regarding EMS services to Gillies Township.

6. Correspondence

6.1 Correspondence from the Police Services Board

It was determined that the Township would be sending a response to the Police Board.

6.2 Request for Support from the Rainy River District Municipal Association

Received For Information.

6.3 Request for Support from the City of Sarnia

Received For Information.

6.4 Request for Support from the Town of Orangeville

Received For Information.

6.5 Request for Support from the Township of Madoc

Received For Information.

6.6 Correspondence from MPAC

Received For Information.

6.7 Minutes from the Lakehead Region Conservation Authority

Received For Information.

6.8 Correspondence from DSSAB

Received For Information.

6.9 Correspondence from DSSAB

Received For Information.

6.10 Newsletter from DSSAB

Received For Information.

6.11 Correspondence from the Ministry of Children, Community and Social Services

Received For Information.

6.12 Request for Support from the Town of Collingwood

Received For Information.

6.13 Request for Support from the Municipality of Strathroy-Caradoc

Received For Information.

7. Unfinished Business

None

8. New Business

Councillor Buitenhuis updated members on the History Book.

Councillor Jones requested Council support in attending NOMA with representatives from Neebing. Council determined that based on NOMA 2019 that it was not worth it to send a member of Council out of town to NOMA.

Councillor Groenheide requested an updated in closed session regarding Neva Road East. It was also determined that a Roads Committee Meeting would be held on February 18th in the afternoon.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies
- Cemetery By-law
- Terms of Reference for Official Plan

10. By-laws

10.1 By-law 2020-04

RESOLUTION 2020/054

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies approves By-law 2020-04 being a by-law to appoint a Roads Maintenance Coordinator.

CARRIED

11. Closed Session

None

12. Adjournment

RESOLUTION 2020/055

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the time being 8:37 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-Treasurer

**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
February 24, 2020 at 7:00 P.M. in the Gillies Municipal Office.

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

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

B. Confirmation of the Agenda

RESOLUTION 2020/056

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the
regular meeting held on February 24th, 2020 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 February 10th, 2020

The Clerk-Treasurer was directed to return the minutes to the March 9th, 2020 meeting for approval.

3. Visitors and Deputations

None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2020/057

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for Regular Expenses for 2020 – dated February 18th, 2020 for a total of \$11,395.17 which includes cheque number 6007 to 6015, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2020/058

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1190 for the period of February 1st to February 14th, 2020, be passed for payment.

CARRIED

5. Reports

5.6 VFD Report

The Fire Chief presented his report to Council. There was discussion regarding the Tanker and repairs required. The tanker is still able to respond and the part is on route. There was discussion regarding the well installation at the fire hall. The Clerk-Treasurer was directed to have the Building Inspector attend the Fire Hall and inspect the installation. Council directed question to the Fire Chief regarding mutual aid agreements. The Chief is confident that under the requirements of the Fire Marshall that Gillies’ mutual aid partners have up to date training.

5.7 Administrative Report

The Clerk-Treasurer was directed to pay the insurance bill with one lump sum payment. The Clerk-Treasurer was directed to draft a report regarding membership with the LRMC. Administration was directed to allow for dignitaries to make comments at the 100th anniversary event.

5.8 Roads Committee Meeting Notes

Council discussed the fuel handling requirements presented by the Roads Maintenance Coordinator during the Roads Committee meeting. The RMC and the Fire Chief were directed to work together and determine how many members of the fire team would need fuel handling training. The RMC was directed to draft a report to Council regarding the replacements of the existing fuel tanks and the storage requirements of new tanks. The RMC was directed to draft a report regarding a bunker at the landfill site. Once the report is drafted a joint meeting of the Roads and Waste Management Committees will meet. The RMC was further directed to review By-law 558 and provide comments to administration. Lastly it was determined that the Roads Tour would be conducted virtually for 2020.

5.9 Canada Revenue Agency Resolution

RESOLUTION 2020/059

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT The Council of The Corporation of the Township Gillies authorizes the following persons for the purposes of communicating with the Canada Revenue Agency:

Wendy Wright, Reeve,
Jenna Hakala, Clerk-Treasurer,
Franki Dacosta, Deputy Clerk-Treasurer;

AND THAT authorizations previously provided to Canada Revenue Agency for any other persons are hereby withdrawn;

AND THAT Administration is directed to forward a certified copy of this resolution to the Canada Revenue Agency to enable it to update its information for communication purposes.

CARRIED

5.10 Ad and Sponsor for Hymers Fair 2020

The Council for the Township of Gillies approved the ad and sponsorship for the Hymers Fall Fair as presented in the report.

5.11 Tax Collection Policy

Council reviewed the tax collection policy as presented by the Clerk-Treasurer. The Clerk-Treasurer was directed to amend the policy and return it to Council for approval.

5.12 Lakehead Police Services Board Report

RESOLUTION 2020/060

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

WHEREAS the Council for the Township of Gillies sees no benefit to being a part of the Lakehead Police Services Board;

AND WHEREAS the Council for the Township of Gillies wishes to terminate the agreement made with the Ministry of the Solicitor General and the other member municipalities of the Lakehead Police Services Board;

AND WHEREAS the members of the Lakehead Police Services Board are required to give one year written notice of termination;

AND WHEREAS Resolution number 2019/316 passed by the Council for the Township of Gillies on September 23rd, 2019 was clearly an intent to terminate the agreement between The Township of Gillies, the Ministry of the Solicitor General and the other Member Municipalities of the Lakehead Police Services Board;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Township of Gillies maintains that as of December 31st, 2020 the Township of Gillies will no longer be a member of the Lakehead Police Services Board

CARRIED

6. Correspondence

6.14 Request for Support from the Village of Merrickville-Wolford

Received for Information.

6.15 Correspondence from the Lakehead Rural Municipal Coalition

RESOLUTION 2020/061

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT, the Council for the Corporation of the Township of Gillies approves the proposal dated November 13, 2019 from the Municipality of Oliver Paipoonge to hire an external secretary for the Lakehead Rural Municipal Coalition, at a cost of \$300.00 per month, for duties described in the proposal;

AND FURTHER THAT, the Council for the Corporation of the Township of Gillies agrees that the cost will be shared between the municipalities of the Lakehead Rural Municipal Coalition on a “per capita” basis, resulting in an annual cost of \$117.00 for this Township.

CARRIED

- 6.16 Correspondence from the Lakehead Police Services Board
Received for Information.
- 6.17 Correspondence from the Lakehead Region Conservation Authority
Received for Information.
- 6.18 Minutes from the District of Thunder Bay Social Services Administration Board
Received for Information.
- 6.19 Correspondence from the Ministry of Natural Resources and Forestry
Received for Information.
- 6.20 Correspondence from the Ministry of Natural Resources and Forestry
Received for Information.
- 6.21 Correspondence from Tribunals Ontario
Received for Information.
- 6.22 Correspondence from Ministry of Municipal Affairs and Housing
Received for Information.
- 6.23 Request for Support from the Township of Madoc
Received for Information.
- 6.24 Request for Support from the Township of Springwater
Received for Information.
- 6.25 Correspondence from the Township of Wellington North
Received for Information.
- 6.26 Correspondence from the Municipality of Chatham-Kent
Received for Information.

6.27 Correspondence from the Township of South Glengarry

Received for Information.

6.28 Correspondence from the County of Prince Edward

Received for Information.

6.29 Correspondence from the County of Prince Edward

Received for Information.

6.30 Request for Support from the Municipality of Chatham-Kent

Received for Information.

6.31 Correspondence from the Municipality of Southwest Middlesex

Received for Information.

6.32 Correspondence from the Township of Madoc

Received for Information.

6.33 Correspondence from the Township of Madoc

Received for Information.

6.34 Correspondence from the Gillies Community Centre Board of Directors

The Clerk-Treasurer was directed to send the approved Memorandum of Understanding to the Board with updated contact information.

6.35 Request for Support from the Northumberland County

Received for Information.

6.36 Correspondence form the Township of Puslinch

RESOLUTION 2020/062

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the Council for the Township of Gillies supports Resolution No. 261-19 from the Township of Greater Madawaska regarding support for ministers to allow for electronic delegation.

CARRIED

6.37 Correspondence from the Township of Puslinch

Received for Information

7. Unfinished Business

7.1 Correspondence from the Thunder Bay Federation of Agriculture

Received for Information

8. New Business

Councillor Buitenhuis informed Council that he will be attending the LRCA meeting regarding snow moisture levels. It was also determined that he would attend the Vet Services Committee Meeting.

Councillor Groenheide added comments for the delegation request with Wayne Gates from Superior North EMS.

Councillor O’Gorman and Reeve Wright had nothing to report.

The Clerk-Treasurer informed Council that the agreement for the Rural Funding was in and would be on the next agenda. Confirmation of funding for the Municipal Modernization review would also be on the next agenda.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies
- Cemetery By-law
- Terms of Reference for Official Plan

10. By-laws

10.1 By-law 2020-05

RESOLUTION 2020/063

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Council for the Township of Gillies approves By-law 2020-05 being the Procedural By-law.

CARRIED

10.2 By-law 2020-06

Council members determined that they will not be passing this by-law.

11. Closed Session

RESOLUTION 2020/064

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

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 Item 11.1 being the minutes of the Closed Session portion of the meeting held January 13th, 2020, in accordance with the provisions of Subsection 239(2) of the *Municipal Act, 2001* for which purposes that meeting was closed to the general public; and

Item 11.2 the agenda, being a report involving litigation or potential litigation, including matters before administrative tribunals, affecting the municipality, in accordance with the provisions of 239(2)(e) 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 2020/065

Moved by Councillor O’Gorman; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the time being 9:20 pm the Council rise from closed session and report in open.

CARRIED

11.1 Minutes January 13th, 2020

RESOLUTION 2020/066

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the minutes of the Closed Session portion of the meeting held on January 13th, 2020 be approved.

CARRIED

11.2 Update on Neva Road East

11.3 Summer Student

RESOLUTION 2020/067

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT Administration is authorized to proceed as directed in Closed Session regarding items 11.2 and 11.3

CARRIED

12. Adjournment

RESOLUTION 2020/068

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the time being 9:21 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-Treasurer