

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

Minutes of the Special meeting of the Gillies Council of the 2018/2022 term held on
June 10th, 2019 at 6:30 P.M. in the Gillies Municipal Office.

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

Reeve Wright called the special meeting to order at 6:30 pm

A. Confirmation of the Agenda

RESOLUTION 2019/198

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the special meeting held on June 10th, 2019 be adopted.

CARRIED

1. Disclosures of Interest

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

2 – 10

None

11. Closed Session

RESOLUTION 2019/199

Moved by Councillor O’Gorman; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the time being 6:31 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 May 27th, 2019 and the specific subsections of Section 239(2) under which that closed session meeting was held;

Item 11.2 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;

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

RESOLUTION 2019/200

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the time being 6:50 p.m., Council rise from Closed Session and report in open session.

CARRIED

11.1 Closed Meeting Minutes from May 27th, 2019

RESOLUTION 2019/201

Moved by Councillor O’Gorman; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the minutes of the Closed Session portion of the meeting held on May 27th, 2019, be approved.

CARRIED

11.2 Security at Township Garage

11.3 Road Maintenance Standards By-law – Resident Complaint

RESOLUTION 2019/202

Moved by Councillor Groenheide; 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 2019/203

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the time being 6:51 p.m., we do now adjourn the special 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
June 10th, 2019 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Wendy Wright
	Councillors -	Councillor Buitenhuis Councillor O’Gorman Councillor Jones (7:35pm) Councillor Groenheide
	Administration -	Jenna Hakala, Clerk Laura Jones, Treasurer

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

B. Confirmation of the Agenda

Councillor Buitenhuis requested that item 7.1 be discussed prior to item 4.3.
Councillor O’Gorman requested that correspondence received by Council members be added as item 6.20.

The Clerk added correspondence from Minister Steve Clark regarding Bill 108 for information as item number 6.21

RESOLUTION 2019/204

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 10th, 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 May 27th, 2019

RESOLUTION 2019/205

Moved by Councillor Groenheide; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the special meeting held on May 27th, 2019 be adopted.

CARRIED

2.2 Adoption of Council Meeting Minutes – Regular Meeting May 27th, 2019

RESOLUTION 2019/206

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the Regular meeting held on May 27th, 2019 be adopted.

CARRIED

3. Visitors and Deputations

- None

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2019/207

Moved by Councillor Groenheide; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for Regular Expenses – dated June 6, 2019 for a total of \$8,675.44, which includes cheque number 5798 to 5803 and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2019/208

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1127 for the period of May 11th, 2019 to May 24th, 2019, be passed for payment.

CARRIED

RESOLUTION 2019/209

Moved by Councillor O’Gorman; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Monthly Payroll Run No. 1128 for the period of May 1st to May 31st, be passed for payment.

CARRIED

7.1 General Advisory Committee Meeting Notes

Council discussed the notes provided by the General Advisory Committee. It was determined that a Committee of the Whole would be scheduled for Tuesday June 18th at 7 pm to further discuss the Municipal Complex.

The Roads department is directed to take down the Train Sign and take it to the recommended sign designer for proper measuring for the purpose of obtaining a quote.

The Clerk was directed to contact the City of Thunder Bay and inquiry about surplus bear proof bins for the Park. It was further determine that lighting and post and chain fencing would be further discussed at the next GAC meeting along with the RMC.

Councillor Jones joined the meeting at 7:35 pm

4.3 Operating Budget

Council discussed remuneration for Council members. The following motion was put forward.

RESOLUTION 2019/210

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT Council remuneration be increased retroactively to January 1st, 2019.

NOT CARRIED

RESOLUTION 2019/211

Moved by Councillor Jones; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT Council Remuneration and Staff wage increase be increased retroactively to January 1st, 2019.

CARRIED

It was determined that line 5330 would be increased from \$1,500 to \$2,000 to accommodate Council’s requested purchases for the Roads Department.

4.4 Capital Budget

Council discussed the presented Capital Budget. It was determined that one more discussion with the Roads Maintenance Coordinator was required prior to passing the Capital Budget.

4.5 Report to Council from Grant Thornton

Council reviewed the report from Grant Thornton. Council directed the Treasurer to include the recommendations in the report expected by Council in the summer months.

5. Reports

5.1 Administrative Report

RESOLUTION 2019/212

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT The Treasurer is directed to deposit the payment out of court for the proceeds of the 2017 tax sale into the Contingency Reserve.

CARRIED

Administration was directed to organize an event for residents in the Township of Gillies and surrounding areas affected by the recent flood. This event would be attended by members of the Ministry of Municipal Affairs and Housing.

The Treasurer was directed to purchase a lap top for the office and the Emergency Operations Centre in the event of an emergency.

5.2 Candidate Compliance with Filing Requirements

RESOLUTION 2019/213

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies approves report number 5.2, the Candidate Compliance with Filing Requirements Report, and directs Administration to post it on the website as per requirements under section 88.23(4) of the Municipal Elections Act, 1996.

CARRIED

5.3 The Township Logo

Council reviewed the presented report. The Clerk was directed to present the report to the selected graphic designers with the following symbols be considered as the most dominate representation of the Township:

1. Mile Hill
2. Agriculture
3. Two Hamlets
4. Pee Dee Rail
5. Water

Two designs are requested by each designer for Council's consideration. Upon receiving the designs a vote will be held in the Gillies Newsletter for the public.

5.4 Main Street Revitalization Grant – First Update

The Clerk was directed to look into how Gillies' Businesses would get new signs from the Main Street Funding. The Clerk was further directed to inquire with the MTO regarding permits for the highway signs. The RMC was directed to get quotes from local electric companies for shielded solar lights.

5.5 Municipal Disaster Recover Assistance Funding

RESOLUTION 2019/214

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

WHEREAS the Corporation of The Township of Gillies recently experienced a rainfall event that caused substantial flooding on June 4, 2019, and has experienced incremental operating and capital costs.

THEREFORE BE IT RESOLVED THAT the council of The Township of Gillies hereby requests the Minister of Municipal Affairs and Housing to activate the Municipal Disaster Recovery Assistance program.

AND THAT Laura Jones, Treasurer, is given delegated authority to verify and attest to the accuracy of the attached claim.

CARRIED

RESOLUTION 2019/215

Moved by Councillor Groenheide; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the Treasurer is directed to use the contingency reserve fund as necessary for road expenditures related to flood repair and then return that money to the contingency fund when MMAH funding is obtained.

CARRIED

6. Correspondence

6.1 Correspondence to the LRMC

Received for Information.

6.2 Thunder Bay Health Unite – Public Health Modernization

Received for Information.

6.3 LRCA Meeting Minutes

Received for Information.

6.4 Correspondence from the Premier of Ontario

Received for Information.

6.5 Correspondence from the City of Kenora

RESOLUTION 2019/216

Moved by Councillor O’Gorman; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies supports the City of Kenora’s resolution no. 13 regarding the budget cut for Legal Aid Ontario.

CARRIED

6.6 Correspondence from the Township of Bonnechere Valley

Received for Information

6.7 Correspondence from the Township of McNab/Braeside

RESOLUTION 2019/217

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies supports the Township of McNab/Braeside’s resolution number 131-2019 in regards to secondary school students required to take online courses for school credits without access to internet.

CARRIED

6.8 Correspondence from AMO regarding Bill 108

Received for Information

The following is requests for support for resolutions regarding Bill 108, More Homes, More Choice Act, 2019

6.9 Town of Arnprior

Received for Information

6.10 Town of Georgina

Received for Information

6.11 Town of Grimsby

Received for Information

6.12 City of Guelph

Received for Information

6.13 Region of Halton

Received for Information

6.14 Town of Halton Hills

Received for Information

6.15 Township of Norwich

Received for Information

6.16 Town of Oakville

Received for Information

6.17 Town of Orangeville

Received for Information

6.18 City of Toronto

Received for Information

6.19 York Region

Received for Information

6.20 Letter from Resident regarding Flooding in the Village of Hymers

Council received the letter for information. The Clerk was directed to draft a response to the resident and have the Reeve sign it.

6.21 Letter from Minister Steve Clark

Received for Information.

7. Unfinished Business

7.1 General Advisory Committee Meeting Notes

Moved to the beginning of the meeting.

8. New Business

RESOLUTION 2019/218

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township would like to recognize the efforts of staff and emergency services during the rain incident on June 4th, 2019.

CARRIED

Councillor Buitenhuis recommended that the Clerk advise the school of activities in the office after hours to avoid interruption during meetings.

Councillor Jones requested that a communication committee be considered at the June 24th or July 8th meeting.

Councillor Groenheide and O’Gorman had nothing to report.

Reeve Wright attended the Municipal League Meeting over the weekend. She informed Council of the Leagues efforts to go green.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies
- Entrance Permit By-law
- Time Clock Report
- Council Action List

10. By-laws

10.1 By-law # 2019-013

RESOLUTION 2019/219

Moved by Councillor Groenheide; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township of Gillies approves By-law # 2019-013 Being a by-law to adopt the estimates of all sums required during the year 2019, for The Corporation of the Township of Gillies

CARRIED

10.2 By-law # 2019-014

Deferred

11. Closed Session

None

12. Adjournment

RESOLUTION 2019/220

Moved by Councillor Jones; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the time being 9:15 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
June 24th, 2019 at 7:00 P.M. in the Gillies Municipal Office.

Present:	Reeve -	Reeve Wendy Wright
	Councillors -	Councillor Buitenhuis Councillor O’Gorman Councillor Jones Councillor Groenheide
	Administration -	Jenna Hakala, Clerk Laura Jones, Treasurer James Gillies, Roads Maintenance Coordinator Corey Santorelli, Deputy Fire Chief Franki Dacosta, Deputy Clerk-Treasurer Intern Gordon Cuthbertson, Chief Building Official (7:34)

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

C. Confirmation of the Agenda

The Clerk requested that the Chief Building Official Be Added to item 5.6 of the agenda and that item 4.3 be discussed after item 5.6

RESOLUTION 2019/221

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting agenda of Gillies Council for the regular meeting held on June 24th, 2019 be adopted as amended.

CARRIED

1. Disclosures of Interest

Councillor Groenheide declared a conflict with item 6.6.

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

2. Minutes

2.1 Adoption of Council Meeting Minutes – Special Meeting June 10th, 2019

RESOLUTION 2019/222

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the special meeting held on June 10th, 2019 be adopted.

CARRIED

2.2 Adoption of Council Meeting Minutes – Regular Meeting June 10th, 2019

RESOLUTION 2019/223

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT the meeting minutes of Gillies Council for the Regular meeting held on June 10th, 2019 be adopted as amended

CARRIED

3. Visitors and Deputations

3.1 The Clerk introduced members of Council to the Deputy Clerk-Treasurer Intern.

4. Finances and Accounts

4.1 Accounts Payable – Approval

RESOLUTION 2019/224

Moved by Councillor Jones; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for Prepaid Expenses – dated June 19, 2019 for a total of \$6,372.74, which includes electronic payments, be passed for payment.

CARRIED

RESOLUTION 2019/225

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Accounts Payable Cheque Register Report for Regular Expenses – dated June 19, 2019 for a total of \$25,932.94, which includes cheque number 5806 to 5815. With cheque numbers 5804 and 5805 marked as VOID, and the electronic payments as listed, be passed for payment.

CARRIED

4.2 Payroll – Approval

RESOLUTION 2019/226

Moved by Councillor Jones; Seconded by Councillor Buitenhuis

BE IT RESOLVED THAT Administration & Roads Payroll Run No. 1131 for the period of May 25th, 2019 to June 7th, 2019, be passed for payment.

CARRIED

4.3 Capital Budget

Deferred until after 5.6

5. Reports

5.6 VFD Report

The Deputy Fire Chief Reviewed his report with Council. The Deputy informed Council that the Fire Chief is expected to return on and administrative capacity for the next meeting. Council took a moment to commend the Deputy on the work he has done over the last few months for the team and for the Township. Council discussed a lack of local training opportunities for the Volunteer teams. Finally the Deputy informed Council that the team received money from the TBayTel program.

5.7 Roads Report

The Roads Maintenance Coordinator reviewed his report with Council. It was noted that half loads are off. The RMC further noted that 23 different areas on Township roads were affected by the flood on June 4th, 2019. Council discussed the MDRAP funding with the RMC and the Treasurer. The RMC indicated a need for a rock haul and install RFP for the Dave's Road Bridge. The RMC reviewed all the work being done by the Roads Department in response to the flooding.

5.8 Entrance Permit Draft By-law

Council discussed the presented draft by-law. There was one error noted and the Clerk was directed to return the by-law to Council for passing at the next meeting.

With the arrival of the Chief Building Official item 5.6 was moved for the purpose of time constraint on the CBO.

5.6 Information Session Report

The Chief Building Official summarized the information session and the need of the Township for the purpose of applying for funding for a municipal complex. The CBO requested the time from the Clerk for the purpose of submitting the application to which Council agreed.

The Council then discussed the need for a new well for the Municipal Garage and Fire Hall. The Clerk was directed to draft an RFP for the installation of a well on Township property.

Council discussed the Tiny Homes movement in the Province as a response to a need for housing. The CBO informed Council that the Building Code does not allow for the structure size of a tiny home.

Lastly the CBO recommended to Council that a property standards be included in the Official Plan. This request will be considered by Council when review of the Official Plan begins.

The CBO left the meeting at 8:03 pm

RESOLUTION 2019/227

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies directs staff to follow the recommendations as outlined in the Information Session Report.

CARRIED

5.9 Administrative Report

The Clerk was directed to a draft a list for which public entities the Township staff are permitted to provide information to when requested, the Clerk was further directed to consult with the Township's Lawyer on this matter. The Clerk was directed to draft an RFP for the Well project at the Township Garage. The Treasurer provided Council with an update regarding the Disaster Relief Funding. The Clerk was directed to draft a letter to Stats Canada regarding their annual Report, the Clerk was further directed to include local municipalities and MPs on this letter. The Clerk was directed to gather information from the Neebing Clerk regarding the Police Board.

5.10 Asset Management Proposal

RESOLUTION 2019/228

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Township of Gillies agrees to enter into a three year contract with Infrastructure Solutions Inc. for the purchase of their Decision Optimization Technology (DOT) and Capital Planning Software for the Initial Price of \$4,725.00 and an annual fee of \$1,800.00 for maintenance, data hosting and support.

CARRIED

5.7 External Audit Services RFP

RESOLUTION 2019/229

Moved by Councillor Groenheide; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township of Gillies approves the drafted External Audit Services RFP and directs Administration to post the RFP for consideration.

CARRIED

5.8 Website RFP from Neebing

The Treasurer and Councillor Jones were directed to attend the Website RFP discussion with Neebing.

5.9 Time Clock Report # 4

For Information. The Clerk was directed to provide a more detailed analysis of the Time Clocks on the 5th report due in October 2019.

6. Correspondence

6.20 Request for Support from the Township of Armour

Received For Information.

6.21 Request for Support Municipality of South Huron

RESOLUTION 2019/230

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT the Council for the Township of Gillies supports South Huron's resolution number 329-2019 regarding the re-establishment of an annual combined conference for both Ontario Good Roads Association (OGRA) and Rural Ontario Municipalities Association (ROMA).

CARRIED

6.22 Request for Support Town of Georgina

RESOLUTION 2019/231

Moved by Councillor Jones; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT the Council for the Township of Gillies supports the Town of Georgina's resolution number C-2019-0370 regarding waste management in the Province of Ontario.

CARRIED

6.23 Request for Support for City of St. Catharines

RESOLUTION 2019/232

Moved by Councillor Jones; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT the Council for the Township of Gillies supports St. Catharines resolution regarding Free Menstrual Products at City Facilities.

CARRIED

6.24 Request for Support for City of Hamilton

Received for Information.

6.25 Lakehead Rural Planning Board Letter of Consent

RESOLUTION 2019/233

Moved by Councillor Buitenhuis; Seconded by Councillor O’Gorman

BE IT RESOLVED THAT The Council of the Township of Gillies approves the consent application number 1B/11/19 as presented by the Lakehead Rural Planning Board.

CARRIED

6.7 Correspondence from the Ministry of Municipal Affairs and Housing

Received for Information.

6.8 Correspondence from the LRCA

Received for Information.

6.9 Correspondence from Superior Country

Received for Information.

6.10 Correspondence regarding Ontario’s Housing Supply Action Plan

Received for Information.

6.11 Correspondence from the Ministry of the Solicitor General

Received for Information.

7. Unfinished Business

None

8. New Business

Councillor Buitenhuis spoke of the potential of adding a property standards By-law to the Official Plan which is due in 2019.

Councillor Jones commented on the Mental Health First Aid Training attended by herself and the Clerk.

Councillor Groenheide commented on the lack of repairs made to Rural Highways.

The Clerk was directed to send a letter to the MTO regarding this matter.

Councillor O’Gorman commented on the activities of the Health Board and the changes made to the Thunder Bay District Health Unit.

Reeve Wright attended the DSSAB meeting and commented on the events of the meeting specifically regarding addition services. Reeve Wright also attended the Municipal League meeting. The TBML is making efforts to go green by banning single use plastics at meetings and conferences.

The Clerk informed members that the RMC was unable to attend the Mental Health First Aid Training due to time constraints with the flood repairs.

9. Upcoming Matters

- Tangible Capital Asset Accountability Policy Review
- Fire Department Policies
- Health and Safety Policy
- Landfill Vaccination Policy
- Herbicide Use in Gillies Policy
- Deputation from Mr. Al Gordon (OPP)
- Main Street Grant

10. By-laws

10.1 By-law # 2019-014

RESOLUTION 2019/234

Moved by Councillor Buitenhuis; Seconded by Councillor Jones

BE IT RESOLVED THAT the Council for the Township of Gillies approves by-law # 2019-014 being a by-law to adopt the estimates of all capital sums required during the year 2019, for the Corporation of the Township of Gillies.

CARRIED

10.1 By-law # 2019-015

RESOLUTION 2019/235

Moved by Councillor Jones; Seconded by Councillor Groenheide

BE IT RESOLVED THAT The Council for the Township of Gillies approves by-law 2019-015, being a by-law to provide Tax Relief to eligible residents.

CARRIED

10.1 By-law # 2019-016

RESOLUTION 2019/236

Moved by Councillor Buitenhuis; Seconded by Councillor Groenheide

BE IT RESOLVED THAT The Council for the Township of Gillies approves by-law number 2019-016, being a by-law to adopt the tax ratios for the year 2019.

CARRIED

11. Closed Session

None

12. Adjournment

RESOLUTION 2019/237

Moved by Councillor Groenheide; Seconded by Councillor Jones

BE IT RESOLVED THAT the time being 9:30 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